



Alberni-Clayoquot Regional District

**Regular Board of Directors Meeting
Wednesday, January 26, 2011**

Time: 1:30 p.m.

**Place: 3008 Fifth Avenue
Port Alberni, BC**

AGENDA

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1. CALL TO ORDER:

2. PETITIONS, DELEGATIONS & PRESENTATIONS:

3. ADOPTION OF MINUTES:

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b/ 9-1-1 Corporation - K. McRae	
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d/ Central West Coast Forest Society - T. Bennett	
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f/ Alberni Valley Chamber of Commerce - G. Wong	
g/ Coastal Communities Network - K. McRae	
h/ West Island Woodlands Advisory Group - K. McRae	
i/ Island/Coastal Economic Trust - H. Chopra <ul style="list-style-type: none"> • New Release – Announcement of Funding for Fanny Bay Harbour Loading Ramps Project 	35-36
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13. UNFINISHED BUSINESS:

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[Section 15(3) - The Board must not consider any matters not listed on the Agenda unless it is first agreed to by a vote of two-thirds of those Members present]

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17. **QUESTION PERIOD:**
18. **RECOMMENDATIONS FROM IN-CAMERA:**
19. **ADJOURNMENT:**



Alberni-Clayoquot Regional District

Board of Directors

Minutes

Friday, December 10, 2010

Regional District Board Room

Present: Chairperson: Glenn Wong, Directors: Mike Kokura, Tony Bennett, John Fraser (via Skype), Patty Edwards, Penny Cote, Hira Chopra, Eric Russcher, Stefan Ochman, Ken McRae

Staff: Wendy Thomson, Acting CAO, Mike Irg, Manager of Planning and Development, Don Anderson, Manager of Environmental Services, Andrew McGifford, Accounting Assistant, Tracy Bond, Secretary

1. The Acting Chief Administrative Officer called the meeting to order at 1:30 pm.

ELECTION OF CHAIRPERSON

2. The Acting Chief Administrative Officer provided a brief overview of the election process for the Chairperson and Vice-Chairperson of the Alberni-Clayoquot Regional District. Director John Fraser is attending the meeting via Skype and will email his ballots to the Acting CAO at the Regional District office.
3. The Acting Chief Administrative Officer conducted the election of Chairperson of the Alberni-Clayoquot Regional District Board of Directors for 2010/2011 and Vice-Chairperson of the Alberni-Clayoquot Regional Hospital District Board of Directors for 2010/2011.
4. Director McRae nominated Director Chopra for Chairperson of the Alberni-Clayoquot Regional District and Vice-Chairperson of the Alberni-Clayoquot Regional Hospital District for 2010/2011. Director Chopra accepted the nomination.
5. Director Cote nominated Director Wong for Chairperson of the Alberni-Clayoquot Regional District and Vice-Chairperson of the Alberni-Clayoquot Regional Hospital District for 2010/2011. Director Wong accepted the nomination.
6. The Acting Chief Administrative Officer requested three times if there were any further nominations for Chairperson of the Alberni-Clayoquot Regional District and Vice-Chairperson of the Alberni-Clayoquot Regional Hospital District for 2010/2011.
7. There being no further nominations, ballots were distributed to the Board of Directors for the election of Chairperson. The Acting Chief Administrative Officer



and the Manager of Planning and Development counted the ballots and the Acting Chief Administrative Officer declared a tie.

8. Ballots were distributed a second time to the Board of Directors for the election of Chairperson. The Acting Chief Administrative Officer and the Manager of Planning and Development counted the ballots and the Acting Chief Administrative Officer declared a tie.
9. The Acting Chief Administrative Officer advised that as per the Regional District's Procedures Bylaw, after 2 tie votes the Election for Chairperson shall be conducted by the drawing of lots. The drawing of lots was conducted by flip of the coin.
10. The Acting Chief Administrative Officer declared Director Wong the Chairperson of the Alberni-Clayoquot Regional District and Vice-Chairperson of the Alberni-Clayoquot Regional Hospital District for 2010/2011.

ELECTION OF VICE-CHAIRPERSON

11. Chairperson Wong assumed the Chair.
12. The Chairperson conducted the election for Vice-Chairperson of the Alberni-Clayoquot Regional District Board of Directors and Chairperson of the Alberni-Clayoquot Regional Hospital District Board of Directors for 2010/2011.
13. Director Chopra nominated Director Russcher for Vice-Chairperson of the Alberni-Clayoquot Regional District and Chairperson of the Alberni-Clayoquot Regional Hospital District for 2010/2011. Director Russcher accepted the nomination.
14. Director Russcher nominated Director Chopra for Vice-Chairperson of the Alberni-Clayoquot Regional District and Chairperson of the Alberni-Clayoquot Regional Hospital District for 2010/2011. Director Chopra declined the nomination.
15. Director Cote nominated Director Edwards for Vice-Chairperson of the Alberni-Clayoquot Regional District and Chairperson of the Alberni-Clayoquot Regional Hospital District for 2010/2011. Director Edwards accepted the nomination.
16. Director Ochman nominated Director Cote for Vice-Chairperson of the Alberni-Clayoquot Regional District and Chairperson of the Alberni-Clayoquot Regional Hospital District for 2010/2011. Director Cote accepted the nomination.



17. The Chairperson requested three times if there were any further nominations for Vice-Chairperson of the Alberni-Clayoquot Regional District and Chairperson of the Alberni-Clayoquot Regional Hospital District.
18. There being no further nominations, ballots were distributed to the Board of Directors for the election of Vice-Chairperson. Ballots were distributed and the Acting Chief Administrative Officer and the Manager of Planning and Development counted the ballots. The Chairperson declared a tie vote between two of the three nominees.
19. Ballots were distributed a second time to the Board of Directors for the election of Vice-Chairperson.
20. Moved by M. Kokura, seconded by S. Ochman, "That the nominee with the least amount of votes be dropped from the second distributed ballots."

"Carried"
21. The Acting Chief Administrative Officer collected the second set of distributed ballots with the 3 nominees which had not been voted on.
22. Moved by H. Chopra, seconded by P. Cote, "That the Acting Chief Administrative Officer be authorized to destroy the second round of ballots with the three nominees listed for the election of Vice-Chairperson of the Alberni-Clayoquot Regional District."

"Carried"
23. Ballots were distributed a third time to the Board of Directors for the election of Vice-Chairperson with the two nominees. The Acting Chief Administrative Officer and the Manager of Planning and Development counted the ballots and the Chairperson declared a tie.
24. The Chairperson advised that the Election for Vice-Chairperson of the Alberni-Clayoquot Regional District will be determined by the drawing of lots. The drawing of lots was conducted by flip of the coin.
25. The Chairperson of the Alberni-Clayoquot Regional District declared Director Edwards Vice-Chairperson of the Alberni-Clayoquot Regional District and Chairperson of the Alberni-Clayoquot Regional Hospital District for 2010/2011.
26. Moved by K. McRae, seconded by E. Russcher, "That the Acting Chief Administrative Officer be authorized to destroy all the ballots used to conduct the



election of Chairperson and Vice-Chairperson of the Alberni-Clayoquot Regional District.”

“Carried”

PETITIONS, DELEGATIONS AND PRESENTATIONS

27. Moved by M. Kokura, seconded by P. Edwards, “That Mr. Patrick Marshall, CEO, Coastal Communities Network be invited to address the Board of Directors.”

“Carried”

28. Mr. Marshall advised that he was here today to discuss the Coastal Community Network (CCN) and gave a brief history of the birth of the CCN. The CCN was born through the Alberni-Clayoquot Regional District and 2011 will be the CCN’s 20th Anniversary. Mr. Marshall discussed recommendations from a CCN hosted meeting at the 2010 Union of British Columbia Municipalities Convention. This meeting was scheduled to decide if the CCN should wrap up or continue to function. It was clear in this meeting that the membership wanted the CCN to continue. Mr. Marshall discussed his four recommendations to the Regional District Board. Mr. Marshall answered questions from Directors.

29. The Chairperson thanked Mr. Marshall for his presentation.

30. Moved by T. Bennett, seconded by P. Cote, “That the Alberni-Clayoquot Regional District Board of Directors support the following recommendations by Mr. Marshall:

- a. request a White Paper to demonstrate the next steps for the Coastal Community Network
- b. support the development of a Pacific Coast Sustainability Charter from the Association
- c. invite all other Coastal Regional District’s, Municipalities, First Nations, Metro Region to join the Association
- d. support a change of name for the Coastal Community Network to the Pacific Coast Council.”

“Carried”

31. Moved by M. Kokura, seconded by E. Russcher, “That Mrs. Gillian Trumper, Wood Tech 21 be invited to address the Board of Directors.”

“Carried”



32. Mrs. Trumper advised she was here today to discuss Investment Opportunities in Forestry in Port Alberni and to request that the Board of Directors adopt a similar Wood First Initiative Policy that the City of Port Alberni has already adopted. Mrs. Trumper answered questions from Directors.

33. The Chairperson thanked Mrs. Trumper for her presentation.

34. Moved by K. McRae, seconded by E. Russcher, "That the Board of Directors endorse the following Wood First Policy:

Whereas, the Alberni Region has a long history of over 10,000 years of using a wide range of wood fiber products for multiple uses;

And Whereas, the Alberni Region continues to have vast areas of healthy, sustainable forests that are used for many purposes;

And Whereas, the forest industry continues to be an integral part of the communities in the Alberni region, and is evolving and developing new markets and opportunities for the use of wood products as part of its long-term strategy for a sustainable wood industry;

And Whereas, the Regional District of Alberni-Clayoquot has supported both the Union of British Columbia Municipalities and the Federation of Canadian Municipalities in adopting resolutions to build a '**Culture of Wood**' throughout the province, across Canada and with our international customers;

Therefore Be it Resolved, that the Regional District of Alberni-Clayoquot will continue to support the ongoing development of its culture by:

- Being a wood champion and supporting the government of British Columbia's Wood First Act and by developing a Wood First Policy that will establish a long-term strategy for building with wood;
- Encouraging wood champion designers and builders for all municipal buildings projects so that opportunities for building wood cost-effectively are maximized;
- Ensuring that all construction projects receiving Regional District financial support optimize the structural and architectural use of wood;
- Seeking those that can find practical and cost-effective building and design solutions through the use of wood, the most sustainable, natural and renewable building material available."



“Carried”

35. Moved by M. Kokura, seconded by S. Ochman, “That Mr. Elliott Drew, President, Alberni Valley Chamber of Commerce be invited to address the Board of Directors.”

“Carried”

36. Mr. Drew introduced Alberni Valley Chamber of Commerce Directors Mr. Doug Blake, Mr. Bob Cole and Manager Mr. Mike Carter. Mr. Drew began by thanking the Electoral Area of Bamfield for their financial support in 2010. Mr. Drew advised he was here today to update the Board of Directors on the new Chamber of Commerce building and to request financial support. The Chamber will be moving into their new building early in the New Year and the grand opening will take place in late March 2011 or early April. To date construction has stayed on budget. Ms. Sabrina Zimmerman has been hired as the new Tourism Coordinator. The Alberni Valley Chamber of Commerce is requesting financial support for the Alberni Valley Visitor Centre. The Chamber of Commerce requests that the Regional District enter into negotiations with the Chamber and the City of Port Alberni to partner together in marketing the Region. The Regional District Chairperson requested that the Chamber advise the Regional District when the meetings are arranged. Mr. Drew answered questions from the Board of Directors.
37. The Chairperson thanked the delegation for their presentation.

ADOPTION OF MINUTES

38. Moved by T. Bennett, seconded by M. Kokura, “That the Minutes from the Special Board of Directors meeting held on November 10, 2010 be adopted as circulated.”

“Carried”

39. Moved by T. Bennett, seconded by E. Russcher “That the Minutes from the regular Board of Directors meeting held on November 24, 2010 be adopted as circulated.”

“Carried”

40. Moved by E. Russcher, seconded by S. Ochman, “That the To-Do List as of December 6, 2010 be received for information.”

“Carried”



COMMUNICATIONS/CORRESPONDENCE FOR ACTION

41. Correspondence dated November 25, 2010 from the Association of Vancouver Island and Coastal Communities regarding Resolutions Notice and Request for Submissions Call for Nominations for AVICC Executive.
Moved by T. Bennett, seconded by P. Cote, "That this correspondence be received and that the resolution and nomination deadline be noted."

"Carried"
42. Moved by K. McRae, seconded by S. Ochman, "That the Board of Directors nominate Director John Fraser to the 2011 Association of Vancouver Island and Coastal Communities Executive."

"Carried"
43. Correspondence dated November 18, 2010 from Greyhound Canada regarding their application for Abandonment of Licence Inter-City Bus Route between Vancouver and Nanaimo.
Moved by T. Bennett, seconded by P. Cote, "That this correspondence be received and that the Board of Directors send a letter to the BC Passenger Transportation Board opposing the application of abandonment by Greyhound Canada for Inter-City Bus Route between Vancouver and Nanaimo."

"Carried"
44. Correspondence dated November 26, 2010 from the City of Port Alberni to Bradley Cowan regarding a request for a BMX Park in the Regional District.
Moved by P. Cote, seconded by K. McRae, "That this correspondence be referred to the next Alberni Valley Committee meeting."

"Carried"
45. Correspondence dated November 29, 2010 from INFILM Film Commission regarding a request for support for INFILM.
Moved by T. Bennett, seconded by K. McRae, "That this correspondence be forwarded to 2011 budget discussions."

"Carried"
46. Correspondence dated December 1, 2010 from the Port Alberni Lawn Bowling Club regarding a request for a letter of support.



Moved by P. Cote, seconded by T. Bennett, "That a letter of support be sent to the Port Alberni Lawn Bowling Club for hosting the Canadian National Triples Championships in September 2011 in Port Alberni."

"Carried"

COMMUNICATIONS/CORRESPONDENCE FOR INFORMATION

47. Moved by T. Bennett, seconded by P. Cote, "That the following correspondence be received for information: Union of British Columbia Municipalities re: Strategic Wildfire Prevention Initiative – Closure of Application Period, re: Notice of CFIB Spending Report and Holding Lines, re: Local Government Awareness Week – May 15-21, 2011, Gas Tax/Public Transit Management Services, re: Gas Tax Agreement Community Works Fund Payment, City of Port Alberni Correspondence to Vancouver Island Health Authority re: 4-3-2-1 Treatment Policy, District of Tofino, re: Alberni-Clayoquot Regional District Board Appointment, Minister of Fisheries and Oceans, re: Tseshaht and Hupacasath Access to Sockeye Salmon in Barclay Sound, Comox Valley Regional District, re: Regional Growth Strategy Bylaw No. 120, 2010, City of Trail, re: Excise Tax Amendment, City of Port Coquitlam, re: White Paper on Limitation Act Reform, re: Building Regulatory Modernization Project, re: RCMP Police Costs and Accountability, Ministry of Transportation, re: Highway Signage, Vancouver Island Health Authority, re: 4-3-2-1 Treatment Policy, City of Port Alberni, re: Appointments to Regional District Board."

"Carried"

REPORTS

48. Director Gallic reported for the Nuu-chah-nulth Tribal Council. Mr. Gallic discussed the Raven Coal project. An environmental assessment is underway and the Nuu-chah-nulth Tribal Council has met with the people conducting the assessment and have requested they be kept informed. Mr. Gallic advised that realistically the environmental assessment will not be complete until the end of March or April 2011.

Moved by E. Russcher, seconded by T. Bennett, "That this verbal report be received."

"Carried"

49. Director Cote advised that the Vancouver Island Regional Library Board has passed their 2011 Budget. This will mean a 1.68% increase for the Regional District.



Moved by P. Cote, seconded by P. Edwards, "That this verbal report be received."

"Carried"

50. Moved by P. Edwards, seconded by M. Kokura, "That the minutes from the November 18, 2010 meeting of the Emergency Planning Committee be received."

"Carried"

51. Director McRae reported for the West Island Woodlands Advisory Group. Director McRae advised that Western Forest Products no longer has representation in our area and he has contacted them requesting representation in our area quickly.
Moved by K. McRae, seconded by S. Ochman, "That this verbal report be received."

"Carried"

52. Moved by H. Chopra, seconded by M. Kokura, "That Island/Coastal Economic Trust News Release regarding Amended Proposal Guidelines be received."

"Carried"

53. Moved by H. Chopra, seconded by T. Bennett, "That Island/Coastal Economic Trust News Release regarding Funding for Kelsey Bay Wharf Improvements Project be received."

"Carried"

54. Director Edwards reported that the Air Quality Council met on December 9th. Representatives from the Ministry of Environment and the Ministry of Forests attended this meeting. Backyard burning was discussed. The Ministry of Forests has money in their budget for public education regarding backyard burning that the Air Quality Council will be able to access. The Air Quality Council will be arranging for public education articles on backyard burning in the newspaper and is looking at surveying other communities on Vancouver Island regarding a total ban on backyard burning. The Regional District's woodstove exchange program was extremely successful.
Moved by P. Edwards, seconded by P. Cote, "That this verbal report be received."

"Carried"



55. Moved by T. Bennett, seconded by M. Kokura, "That a letter be sent to the Ministry of Environment urging them to implement a second woodstove exchange program."

"Carried"

56. Director Bennett advised that the West Coast Aquatic Board met on December 9th. They received Mr. Dan's Edward's resignation and thanked him for his great work as a Director. The West Coast Aquatic Board will be working with the Department of Fisheries and Oceans to develop a terms of reference for the Wild Salmon Policy and will be inviting First Nations, Local Government and various interest groups for their input. The Aquatic Board will also working on the Coastal Plan and are now in the process of looking at how to develop the plan. Moved by T. Bennett, seconded by K. McRae, "That this verbal report be received."

"Carried"

57. Director McRae advised that 2010 was a very good year for the Hake Fishery. Sockeye is being shipped from Vancouver to Prince Rupert for processing because there are no longer enough processing plants in the lower mainland. Chairperson Wong reported that he met recently with the Department of Fisheries and Oceans and the Enhancement Society. Salmon returns this year were dismal.

Moved by T. Bennett, seconded by K. McRae, "That this verbal report be received."

"Carried"

58. Moved by K. McRae, seconded by E. Russcher, "That the Board of Directors forward a resolution to the Association of Vancouver Island and Coastal Communities for consideration at the 2011 Conference requesting the AVICC petition the federal government that Coastal Communities have meaningful input in all fin fish allocation decisions, including salmon and that the Regional District send a copy of this to Mr. Patrick Marshall, CAO, Coastal Communities Network."

"Carried"

59. Moved by T. Bennett, seconded by K. McRae, "That the Minutes from the October 27, 2010 meeting of the Alberni-Clayoquot Regional Fisheries Committee be received."

"Carried"



STAFF REPORTS

60. Moved by M. Kokura, seconded by E. Russcher, "That the Acting CAO Report for November/December 2010 be received."

"Carried"

61. Moved by M. Kokura, seconded by S. Ochman, "That the Planning and Development Report be received."

"Carried"

62. Moved by M. Kokura, seconded by S. Ochman, "That the Building Report for November 2010 be received."

"Carried"

63. Moved by T. Bennett, seconded by M. Kokura, "That the Manager of Environmental Services Report be received."

"Carried"

OTHER REPORTS

64. Clayoquot Biosphere Trust Report and Minutes from June 2, 2010 Meeting. Moved by T. Bennett, seconded by S. Ochman, "That the written report and minutes from the June 2, 2010 meeting of the Clayoquot Biosphere Trust be received."

"Carried"

ADMINISTRATION

65. Administrative Memo regarding Selection Committee – Manager of Finance Position.
Moved by T. Bennett, seconded by E. Russcher, "That this Memo be received and that the Board of Directors appoint the following individuals to the Selection Committee for the Manager of Finance position with the Alberni-Clayoquot Regional District:

Russell Dyson, Chief Administrative Officer
Wendy Thompson, Deputy Corporate Officer
Glenn Wong, Chairperson."

"Carried"



66. Administrative Memo regarding Towns for Tomorrow Project Options.
Moved by T. Bennett, seconded by K. McRae, "That this Memo be received and that the Board of Directors support the decision made by the Directors from Sproat Lake, Bamfield and Beaver Creek on which project to apply for funding through the Towns for Tomorrow Program."

"Carried"

67. Administrative Memo regarding Proposed Regional Water Supply System Implementation Planning.
Moved by P. Edwards, seconded by K. McRae, "That the Board of Directors:
- a. Proceed with the Regional Water Supply System Implementation Planning as proposed by Koers and Associates with the Regional District contribution being \$10,000.00 paid for from Beaver Creek and Cherry Creek electoral areas;
 - b. Apply for an Infrastructure Planning Grant for the Regional Water Supply System Implementation Planning to cover the costs for Beaver Creek and Cherry Creek."

"Carried"

68. Administrative Memo regarding Parcel Tax Roll Review Panel.
Moved by T. Bennett, seconded by M. Kokura, "That the Board of Directors:
- a. Set the date for the Parcel Tax Roll Review Panel sitting for Thursday, February 10, 2011, 1:30 pm in the Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC;
 - b. Appoint Directors Bennett, Edwards, and Cote or their alternates to the Parcel Tax Review Panel; and,
 - c. Appoint Andrew McGifford, Accounting Assistance for the Alberni-Clayoquot Regional District as the Collector for 2011."

"Carried"

69. Administrative Memo regarding the Alberni Valley Airport.
Moved by H. Chopra, seconded by K. McRae, "That this Memo be received and that the Board of Directors authorize staff to have one additional office in the Alberni Valley Airport terminal building constructed for future leases."

"Carried"



RECESS TO IN-CAMERA

70. Moved by S. Ochman, seconded by H. Chopra, "That the meeting be closed to the public to discuss matters relating to:

- Labour or other employee relations;
- Receiving advise from Regional District solicitor that is subject to solicitor-client privilege including communications necessary for that purpose;
- Negotiations and related discussions respecting the proposed provision of a Regional District Service that are at their preliminary stages, disclosure of which the Board considers could reasonably be expected to harm the interests of the Regional District if they were held in public."

"Carried"

71. The meeting was closed to the public at 3:40 pm

72. The meeting was re-opened to the public at 4:10 pm

73. Directors Russcher, Chopra, and Gallic left the meeting at 4:10 pm.

PLANNING MATTERS

74. RE1006 (Samson), Rezoning Application, 4931 & 4941 Holly Avenue, Lot 12, District Lot 42A, Alberni District, Plan 14522, Electoral Area "E", Beaver Creek. Moved by P. Edwards, seconded by M. Kokura, "That Bylaw P1263, Regional District of Alberni-Clayoquot Zoning Atlas Amendment, be adopted."

"Carried"

75. RE10010 (Chase), Official Plan Amendment, 6253 Drinkwater Road, That part of the east ½ of District Lot 151, Alberni District, lying west of the E&N Railway, Electoral Area "E", Beaver Creek. Moved by P. Edwards, seconded by T. Bennett, "That this Memo be received."

"Carried"

76. RE10010 (Chase), Official Plan Amendment, 6253 Drinkwater Road, That part of the east ½ of District Lot 151, Alberni District, lying west of the E&N Railway, Electoral Area "E", Beaver Creek.



Moved by P. Edwards, seconded by T. Bennett, "That Bylaw P1267 be amended to include "Park" as shown on Schedule "A" which is attached and forms part of this Bylaw."

"Carried"

77. Moved by P. Edwards, seconded by S. Ochman, "That Bylaw P1027, Beaver Creek Official Community Plan Amendment be read a second time, as amended."

"Carried"

78. SE10010 (Brown), Proposed Subdivision of Lot 4, District Lot 40, Alberni District, Plan 12091, 6471 Traves Road, Electoral Area "E", Beaver Creek.
Moved by P. Edwards, seconded by M. Kokura, "That this Memo be received and that the Board of Directors waive the 10% road frontage requirements for Lots A & B of the proposed subdivision."

"Carried"

79. Referral for an Amendment to the Rural Comox Valley Official Community Plan.
Moved by M. Kokura, seconded by S. Ochman, "That this Memo be received and that the Board of Directors recommend approval of the proposed amendment to the Comox Valley Regional District Bylaw No. 2042 being the 'Rural Comox Valley Official Community Plan Bylaw, 1998.'"

"Carried"

CHAIRPERSON'S REPORT

80. Moved by T. Bennett, seconded by P. Cote, "That the Chairperson's Report for December 2010 be received."

"Carried"

MEETING SCHEDULE

81. Moved by T. Bennett, seconded by M. Kokura, "That the meeting schedule for January 2011 be received."

"Carried"



RECOMMENDATIONS FROM IN-CAMERA

82. Moved by J. Fraser, seconded by E. Russcher, "That the ACRD Board of Directors by resolution hire Berry and Vale Contracting on a temporary month to month basis at a cost of \$40,694.07 to clean up and operate the West Coast Landfill commencing January 1, 2011 until it is in such condition that the contract can go out to tender."

"Carried"

83. Moved by P. Cote, seconded by K. McRae, "That the Alberni-Clayoquot Regional District Board of Directors appoint Mr. Russell Dyson as Chief Administrative Officer for the Regional District and enter into the 5 year employment agreement as presented to the Board."

"Carried"

84. The meeting was recessed at 4:25 p.m.

85. The meeting was reconvened at 4:30 p.m.

86. Moved by S. Ochman, seconded by K. McRae, "That staff apply for funding through the Towns for Tomorrow program for a Seismic Upgrade and Renovations to the Harold Bishop Fire Hall."

"Carried"

87. Moved by S. Ochman, seconded by P. Edwards, "That staff apply through the Gas Tax General Priority Fund for Sugsaw Lake Upgrade and the Beaver Creek Water Booster Pump Station."

"Carried"

ADJOURN

88. Moved by S. Ochman, seconded by P. Edwards, "That this meeting now stand adjourned."

"Carried"

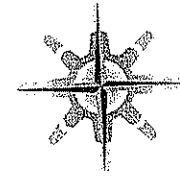
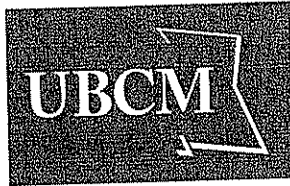
89. The meeting adjourned at 4:31 pm.

Certified Correct:



Glenn Wong, Chairperson

Wendy Thomson, Acting CAO



FIRST NATIONS SUMMIT

REGISTER NOW!

2011 PROVINCE-WIDE COMMUNITY TO COMMUNITY FORUM

Tuesday, March 1, 2011

LOCATION:

Chief Joe Mathias Centre
100 Capilano Road
North Vancouver, BC

Keynote Speakers:

- National Chief Shawn A-in-chut Atleo
- Michael Harcourt (invited)

Organized jointly by:

- Union of BC Municipalities (UBCM)
- First Nations Summit

Supported by:

- BC Provincial Government
- Indian and Northern Affairs Canada

The relationships between BC First Nations and local governments have changed significantly since the first province-wide forum in 1997. Many communities have used the Regional Community to Community Forum program over these years to not only begin dialogue with their neighbours but to implement innovative planning projects and processes. Across the province we see relationships at different stages and we see communities tackling different planning issues. You are invited to join in a day of dialogue to learn about planning in local government and First Nation communities, and explore how local governments and First Nations are moving forward in planning partnerships to assist in meeting the common goals of their communities.

PURPOSE

The First Nations Summit (FNS) and Union of BC Municipalities (UBCM) are jointly organizing the fifth Province-wide Community to Community Forum, designed to build effective relationships between local governments and First Nations through dialogue. The main purposes of the Community to Community Forum are to:

- (1) educate and inform;
- (2) provide a forum for dialogue; and
- (3) strengthen relationships and foster cooperative action.

WHO SHOULD ATTEND

The Province-wide Community to Community Forum will be open to both elected officials AND key senior administrative staff. By including both the political and administrative perspective, the goal is to achieve a more in-depth and comprehensive discussion.

- First Nation Leaders, Band Managers and Land Managers
- Municipal and Regional District Elected Representatives, CAOs, and Directors of Planning

REGISTRATION

For online registration please go to: <http://www.ubcm.ca/EN/meta/events.html>

Or, fax the attached registration form to UBCM at 604-270-9116

PROVINCE-WIDE COMMUNITY TO COMMUNITY FORUM
Tuesday, March 1, 2011

Conference Registration & Information

Delegate surname: _____ First Name: _____

Delegate Title: _____
(to appear on name tag)

First Nation / Municipality / RD: _____

Address: _____

Phone: _____ Fax: _____

Email: _____

REGISTRATION FEE: No registration fee.
To assist us with our planning please register only if you are certain you can attend.

Registration includes:

- Lunch
- Coffee Breaks
- Conference Materials and Final Report

You are responsible for your own hotel arrangements and travel costs.

For directions please go to:

<http://maps.google.com/maps?daddr=100+Capilano+Rd.,North+Vancouver,bc,canada>

ACCOMMODATIONS: Delegates are responsible for booking their own accommodations. Please visit Tourism Vancouver and Vancouver's North Shore Tourism websites for a list of accommodations.

<http://www.vancouvernorthshore.com/>

<http://www.tourismvancouver.com/visitors/>

VENUE: Chief Joe Mathias Centre, 100 Capilano Road, North Vancouver, BC, V7P 3P6

FOR FURTHER INFORMATION PLEASE CONTACT EITHER:

Marlene Wells
Policy Analyst
Union of BC Municipalities
mwells@ubcm.ca
604-270-8226, ext. 116

Colin Braker
Communications Director
First Nations Summit
cbraker@fns.bc.ca
604-926-9903

PLEASE CALL US IMMEDIATELY IF YOU MUST CANCEL SO WE MAY FILL VACANT SEATS
Deadline for registration is Monday, February 21, 2011

www.ubcm.ca

www.fns.bc.ca



Dear Head and Members of Council

Thanks to all of our PITCH-IN BRITISH COLUMBIA MUNICIPAL Participants for 2010!

100 Mile House, Abbotsford, Agassiz, Ahousat, Anmore, Armstrong, Barriere, Brentwood Bay, Burnaby, Burns Lake, Campbell River Canoe, Castlegar, Chase, Chetwynd, Chilliwack, Christina Lake, Clearwater, Clinton, Cobble Hill, Coldstream, Comox, Coquitlam, Courtenay, Cranbrook, Crofton, Dawson Creek, Delta, Duncan, Elkford, Enderby, Erickson, Fort Nelson, Fort St. James, Fort St. John, Fruitvale, Gabriola, Garibaldi Highlands, Gold River, Golden, Grand Forks, Heriot Bay, Hope, Houston, Hudsons Hope, Invermere, Kamloops, Kelowna, Keremeos, Kimberley, Kitimat, Ladysmith Lake Country, Lake Cowichan, Langley, Logan Lake, Lower Post, Lytton, MacKenzie, Madeira Park, Maple Ridge, Merritt, Mill Bay, Mission, Nanaimo, Nelson, New Westminster, North Saanich, North Vancouver, Okanagan Falls, Osoyoos, Parksville, Peachland, Pemberton, Penticton, Pitt Meadows, Port Alberni, Port Alice, Port Coquitlam, Port Hardy, Port McNeill, Port Moody, Port Renfrew, Pouce Coupe, Powell River, Prince George, Prince Rupert, Qualicum Beach, Quathiaski Cove, Quesnel, Richmond, Robson, Rosedale, Rossland, Salmon Arm, Salt Spring Island, Savona, Sayward, Shalath, Sicamous, Skidegate, Sooke, Sparwood, Squamish, Surrey, Terrace, Topley, Trail, Tumbler Ridge, Ucluelet, Valemount, Vancouver, Vanderhoof, Vernon, Victoria, West Vancouver, Westbank, Whistler, White Rock, Williams Lake

Join in PITCH-IN Week 2011 and get your community on the list of clean and green communities in Canada!

Graffiti? Overflowing dumpsters? Littered paths and sidewalks? Illegal dump sites?

All of these are signs of a community in need of a 20 Minute Makeover! Just one of the many activities of PITCH-IN Week! Get involved and support the volunteers in your community who participate each year by becoming a Municipal Patron and utilizing all of PITCH-IN BRITISH COLUMBIA's resources.

How can your community become involved?

- One way is by becoming a **Patron*** of PITCH-IN BRITISH COLUMBIA.
- **Register** your community in PITCH-IN Week at www.pitch-in.ca after January 15, 2011
- Hold a **20 Minute Makeover**
- Kickoff your activities with a **Fastest Broom Contest**
- Hold a **Litter Audit** – see how your municipality can become more carbon neutral.

With continued financial support and involvement by B.C. municipalities we will truly make our province the **THE CLEAN AND GREEN B.C.** that we are so proud of!

Help us continue to help your PITCH-IN volunteers!
Become a Patron* of PITCH-IN BRITISH COLUMBIA today!

"The City's involvement in PITCH-IN CANADA Week, Operation: Clean Sweep, is a benefit to the community as it provides assistance in city-wide clean-ups, builds upon Communities In Bloom initiatives and promotes environmental awareness. This enhances both the urban and natural environment and develops a strong sense of community pride and responsibility. The estimated value.. of our PITCH-IN volunteers' hours in \$340,000 to \$612,000."
Sandra Kranc, City of Oshawa, PITCH-IN Volunteer Coordinator

*Patron fees are population based – see over!

PITCH-IN BRITISH COLUMBIA.... VOLUNTEERS IN ACTION!!





CivicPride



THE COST OF BECOMING A PATRON OF PITCH-IN

The cost is dependent on your community's population.
That makes it fair for all and enables even the smallest villages or hamlets to become a patron.

Population of your Community	Patron's Fee
1 - 500	\$125
501 - 1000	\$175
1001 - 2500	\$225
2501 - 5,000	\$ 350.
5,001 - 10,000	\$ 425.
10,001 - 25,000	\$ 550.
25,001 - 50,000	\$ 675.
50,001 - 100,000	\$ 750.
100,001 - 250,000	\$ 1250.
250,001 - 500,000	\$ 1500.
500,000+	\$ 2000.

November 09

PATRON APPLICATION

Name of Community.....

Mailing Address.....

City/Town/VillageProvince/Territory

Postal CodeTelephone () Fax ()

Contact Person Title

Email Community's Website www.

Population taken from (year)census

Amount of Fee Enclosed (see chart for applicable rate) \$.....

We need an invoice. Our Purchase Order Number is (please attach PO)

Send this Form to:

PITCH-IN CANADA National Office,
Box 45011, Ocean Park PO, WHITE ROCK, BC, V4A 9L1



CivicPride



THE BENEFITS OF BEING A PATRON OF PITCH-IN

***You are helping the PITCH-IN volunteers in your community who use our free year-round programs and materials to:**

- *clean up and beautify your neighbourhoods*
- *educate about the importance of individual responsibility for taking care of their environment*
- *undertake projects and campaigns encourage pre-cycling, and living by the 4 R's lifestyle- refuse, reduce, reuse, and recycle*
- *participate all year round in projects that save your Council money and invests in your community's future*

***These EXCLUSIVE Benefits for your Council, PITCH-IN Coordinator and Staff:**

- ✓ access to Patron Secure Section of the PITCH-IN website to download free materials including
 - detailed Action + Communications Plan for PITCH-IN CANADA Week
 - Communications and Action Plan for *The 20-Minute Makeover*
 - The Civic Pride Program, a comprehensive, year-round, litter control and waste management program (manual, workshop materials, DVD, use of logo, etc...)
- ✓ right to use the PITCH-IN trademarks including the PITCH-IN, CIVIC PRIDE and *The 20-Minute Makeover* logos
- ✓ purchase the official SEMAINE PITCH-IN WEEK flag at a reduced price of \$75
- ✓ free registration in the *The National Civic Pride Recognition Program*
- ✓ your community listed and linked on the PITCH-IN CANADA Website as a
- ✓ access to PITCH-IN CANADA staff as you design local litter control + beautification programs

***For Your Local Volunteers:**

- ★ Guaranteed + Priority access to free PITCH-IN Week garbage/recycling bags for volunteers (must apply by March 15)
- ★ Ensure that PITCH-IN Week can continue as a resource for your community groups, so they receive clear recycling bags and the yellow waste removal bags!

You might also want to check out these other PITCH-IN CANADA materials and programs for your staff, your Council and the volunteers in your community, all available as FREE downloads from pitch-in.ca

- ecoActive Schools
- Green Shopper
- Shoreline Clean-up
- Fastest Broom Contest (a great kick-off for PITCH-IN Week!)
- Tra\$h-A-Thons
- Pollution Counts
- Re-THINK Educational Unit
- Posters, Colouring Books, Action Projects for the Environment

THANK YOU !!!

TO PARTICIPATE IN PITCH-IN WEEK AND RECEIVE FREE BAGS PLEASE SEND THE REGISTRATION FORM IN WITH YOUR PATRON APPLICATION TO BE PROCESSED.

1. Email (print CLEARLY please!) _____

Name (Mr/Mrs/Ms) _____ Title _____

Organization Name _____

STREET DELIVERY ADDRESS:

Delivery Address _____

Village/Town/City _____ Province _____ Postal Code _____

Tel:(_____) _____ Fax:(_____) _____

2. information about YOUR Organization:

Number of people who will participate in your campaign

(this information is very important as it assists us in deciding how many free materials to send you)

3. Are you organizing any environmental education activities?(please tick yes or no) Q1 Yes No

If yes, please tick off below: (check off as many as apply)

- | | | |
|---|---|--|
| 01 <input type="checkbox"/> Litterless Lunch Program | 06 <input type="checkbox"/> Planting – trees/flowers | 10 <input type="checkbox"/> Green Shopper Program |
| 02 <input type="checkbox"/> Recycling Project | 07 <input type="checkbox"/> Poster Contest | 11 <input type="checkbox"/> Pollution Count |
| 03 <input type="checkbox"/> Composting Project | 08 <input type="checkbox"/> Stream Restoration Project | 12 <input type="checkbox"/> Cell Phone Recycling Program |
| 04 <input type="checkbox"/> Habitat Restoration Project | 09 <input type="checkbox"/> Display(s) | 13 <input type="checkbox"/> Energy Conservation Prog. |
| 05 <input type="checkbox"/> Speaker/Video/Presentation | 14 <input type="checkbox"/> Other (pls describe in box below) | |

Please provide brief description of the educational project(s) above, including DATES: (use separate sheet if required – we like to learn about your activities so that we can pass along ideas onto others! We love pictures, but they cannot be returned).

Date(s):

Details: (use separate sheet if reqd)

4. Will you be organizing a clean-up event? (please tick yes or no) Q2 Yes No

If yes, please tick off area(s) you plan to clean-up: (check off as many as apply)

- | | | |
|---|---|--|
| 01 <input type="checkbox"/> Schoolyard | 05 <input type="checkbox"/> Shoreline/Waterway | 09 <input type="checkbox"/> Wildlife/Conservation Area |
| 02 <input type="checkbox"/> Neighbourhood | 06 <input type="checkbox"/> Highway/Road | 10 <input type="checkbox"/> Trail |
| 03 <input type="checkbox"/> Park/Playground | 07 <input type="checkbox"/> Business | 11 <input type="checkbox"/> Sports Fields |
| 04 <input type="checkbox"/> Ravine | 08 <input type="checkbox"/> Cemetery/Churchyard | 12 <input type="checkbox"/> Other (please specify) _____ |

Date(s) of your Clean-Up Project(s)?

Please provide more details about your clean-up project(s): (use separate sheet if required - we like to learn about your activities so that we can pass project ideas onto others! We love pictures, but they cannot be returned).

5. Are other schools/sections/units/organizations/clubs involved in your campaign? Yes No

If "YES": LIST ALL SCHOOLS/SECTIONS/UNITS/ORGANIZATIONS/CLUBS, OTHER THAN YOUR OWN, who are participating. We want to recognize everyone for their contribution! Please attach separate sheet if necessary. Please do not include recalled groups. If you wish to discuss coordinating groups please contact Lisa Davis, Program Manager at lisa@pitch-in.ca



Coastal Community Network

The voice of British Columbia's coastal communities
Energize the Network in 2011 | Consider | Act | Measure

December 31st 2010

Chair

Alberni-Clayoquot R.D.
3008 Fifth Avenue
Port Alberni, BC
CANADA V9Y 2E3

Dear Chair & Members of the Board of Directors:

In the past year, the Network has made progress in adapting our structure and participation in processes to respond to diminishing financial resources and operating without full time staff.

I am writing to secure your organization's contribution for 2011 so that we can transition our efforts into a more effective vehicle for issues and opportunities that you and your neighbours can agree on, to move forward on a Pacific Coast wide sustainable development charter and agenda.

The focus of the Network continues to be to promote the sustainable economic and social well being of BC's coastal communities. Many of us have been excluded from participating in private industry and senior government decision making processes. We need to align our interests to better serve the people we were elected to represent.

In the coming year, the Network will:

- ✓ Create new and effective vehicles for communication across jurisdictional lines through social media and other electronic means;
- ✓ Plan face to face meetings at events such as the FCM conference in Victoria in February, the AVICC, UBCM and NCLGMA, as well as community to community forums;
- ✓ Reconnect with staff from senior governments working on files that directly and indirectly affect your community's livability;
- ✓ Locate who will lead the new Ocean & Coastal Strategy for British Columbia;
- ✓ Collaborate with the Fraser Basin Council, Ocean Initiatives BC, Ocean Renewable Energy Group, and the Pacific North Coast Integrated Management process to ensure that your interests are communicated; and;
- ✓ Inspire Coastal Parliamentarians, BC's all-party, all-partisan group of MPs, Senators and MLAs, to bring our communities to work together on your behalf.

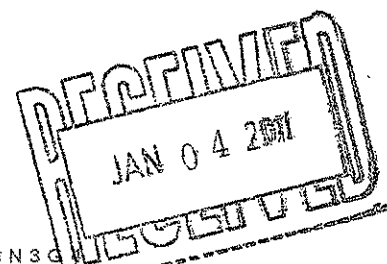
Please find an invoice for this year's fees enclosed with this letter.

Community on-going support is essential to our ability to provide a strong, representative voice for all of BC's coastal communities. Please contact myself at 250 720-2822 for further information.

On behalf of your peers and colleagues, I look forward to your reply and working with you again in 2011.

Respectfully
Coastal Community Network

Mayor Ken McRae
Chairman of the Board of Directors





2010 |2011 Coastal Community Network Board of Directors

Name Term	Organization and Business Address	Officer Title	Phone	Facsimile
Ken McRae Mayor	City of Port Alberni 4850 Argyle Street Port Alberni, B.C. CANADA V9Y 1V8	Chairman of the Board of Directors davina_sparrow@portalberni.ca Davina Sparrow EA	Bus (250) 720-2822 Cell (250) Res (250)	(250) 723-1003
Al Huddleston Regional Chair	Regional District of Mt. Waddington P.O. Box 729 – 2044 McNeill Road, Port McNeill, B.C. CANADA V0N 2R0	Vice Chair of the Board of Directors info@rdmw.bc.ca	Bus (250) 956-3301 Cell (250) Res (250)	(250) 956-3232
Dario Coralazzoli Councillor	District of Ucluelet Box 999 Ucluelet, B.C. CANADA V0R 3A0	Secretary Treasurer, Board of Directors pacificrim@ukeecable.net	Bus (250) 726-7728 Cell (250) 726-7806 Res (250) 726-2291	(250) 726-7335
Dianne St. Jacques Business Person	Fletchers Cove B&B P.O. Box 999 200 Main Street, Ucluelet, B.C. CANADA V0R 3A0	Past Chair, Board of Directors saints@alberni.net	Bus (250) 286-6102 Cell (250) 735-8683 Res (250) 286-4711	(250) 286-6103
Tony Bennett Electoral Area C Director Long Beach	Alberni Clayoquot Regional District 1420 Port Alberni Box 595 Ucluelet, BC CANADA V0R 3A0	Director tonben1@telus.net	Bus (250) 726-2727 Cell (250) Res (250) 726-1224	(250) 726-1225
Patricia Edwards Electoral Area E Director Beaver Creek	Alberni Clayoquot Regional District 7701 Beaver Creek Road Port Alberni, BC CANADA V9Y 8M9	Director pledwards@shaw.ca	Bus (250) 250 720-4515 Free (866) 870-4190 Cell (250) 720-1518 Res (250)	(250) 479-7104
Mickey Flanagan Chief Executive Officer	Keltic Seafoods Limited 8625 Glenview Road, Port Hardy, BC CANADA V0N 2P0	Director mickey@kelticseafoods.com	Bus (250) 949-8088 Cell (250) Res (250)	(250) 949-8825
Les Sam Chief Councillor	Tseshah First Nation 5091 Mission Road Port Alberni, B.C. CANADA V9Y 8X9	Director les.sam@tseshah.com Tanya Lucas	Bus (250) 724-1225 Cell (250) 720-7334 Res (250)	(250) 723-1327

For more information, presentations and updates please contact the Network's Consulting Economic Developer and Volunteer Administrator Patrick Nelson Marshall toll free at +1 877 595-85676 or at patrick.marshall@capitaledc.com

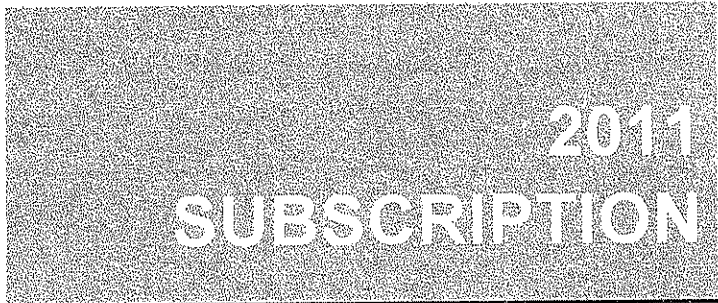


Coastal Community Network

The voice of British Columbia's coastal communities
Energize the Network in 2011 | Consider | Act | Measure

TO:

Alberni-Clayoquot R.D.
3008 Fifth Avenue
Port Alberni, BC
CANADA V9Y 2E3



DESCRIPTION		RATE	AMOUNT
Valid January 1 st , 2011 through December 31 st , 2011 Subscription Type: Member Population Used for Principle Type: 3154231542 Contact: Chair		\$4731.3	\$4731.3
		HST	\$567.756
Make all checks payable to:		TOTAL	\$5299.056

Coastal Community Network
4341 Shelbourne Street
Canada's Remembrance Road
Victoria, British Columbia
CANADA V8N3G4

Office: 250 595-8676
Facsimile: 866 827-1524
Toll Free: 877 595-8676
Mailto: patrick.marshall@capitaledc.com
Url: www.coastalcommunitynetwork.ca

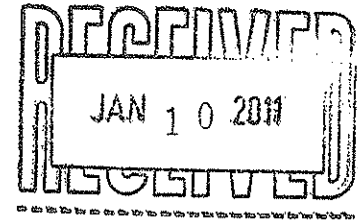


Pacific Rim Health Services Cooperative

4711B Elizabeth Street, Port Alberni, BC, V9Y 6M1

December 29, 2010

Corporate Secretary
Alberni-Clayoquot Regional District
3008 Fifth Avenue
Port Alberni, BC, V9Y 2E3



Dear Sir/Madam:

Re: 2010 Grant-In Aid Report

Thank you for the generous support provided by the ACRD in this year through the provision of a Grant-In-Aid awarded to our non-profit cooperative to assist in the acquisition of property for our health centre.

After finalizing our lease with the City in March 2010, an essential first step in our plan to purchase the property was to designate and develop the interior space of the building for the clinic and rental to tenants. This was necessary to:

- a) Ensure the clinic will accommodate the number of physicians required to serve the community's needs and to support the clinic's operation; and
- b) Determine and prepare the areas available and appropriate to rent or lease to other interested community services.

The funding of \$17,000 received from the ACRD has been fully utilized in undertaking this capital development work in the past year, specifically:

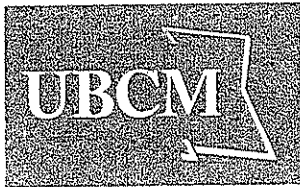
- Reconfiguration of the front entrance to the centre;
- Relocation and expansion of the clinic reception and record storage areas;
- Repainting the entire clinic and upstairs rental office space;
- Replacement of washroom fixtures, window dressings and other furnishings throughout the building.

In total we spent over \$21,000 in renovations, new equipment and furnishings for the building between March and July 2010. The dramatic impact of the improvements were showcased at our AGM in November at which attendees were toured through the renovated areas.

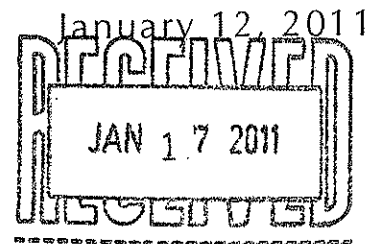
It is because of the generous contribution of the ACRD that we were able to complete these improvements in time for the arrival of our new physicians in July and move to the next stage in our plan to purchase the Elizabeth Street site.

With deepest regards,


Bev Denning
President
Pacific Rim Health Services Cooperative



MEMBER RELEASE



TO: Mayors, Chairs and Administrators
FROM: Local Government Program Services, UBCM
RE: **2010 UBCM Administered Funding Programs**

Since 2004, Local Government Program Services (LGPS) has managed a number of services and grant programs that support local governments in BC. The programs have covered a wide range of local government interests, including community safety, tourism, First Nation relations and healthy communities.

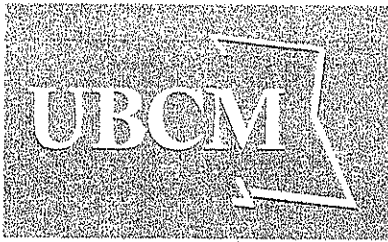
In total, LGPS has managed 16 funding programs. In 2010, close to 450 applications were received, with more than 150 local governments represented as the primary applicant, sub-applicant or partnering agency. This included applications for:

- Building Governance Capacity
- Supporting Treaty Implementation (2010/2011 TAC Funding)
- 2010 Age-friendly Community Planning & Projects
- 2010 School Community Connections (Rounds 1 & 2)
- 2010 West Nile Virus Risk Reduction (Rounds 1 & 2)
- 2010/11 Community to Community Forum (Spring & Summer rounds)
- Strategic Wildfire Prevention Initiatives

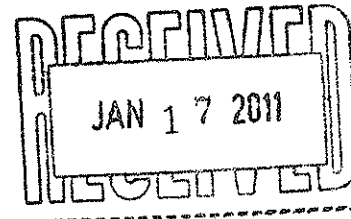
The new UBCM website (www.ubcm.ca) has proven to be very helpful in sharing information about LGPS programs. If you have not already done so, please refer to the Funding Programs section of the website for information on current grant programs, reporting requirements, reports and summary materials for programs that are no longer accepting applications, and the general Terms & Conditions for all LGPS grants.

As we begin 2011, we are providing each member with a statement of the UBCM-administered grants that were active in 2010. Please note the attached statement is accurate as of December 31, 2010. If you have any questions or comments about your statement, please contact:

Danyta Welch, Policy & Programs Officer
Local Government Program Services
Union of BC Municipalities
(250) 356-5134
lgps@ubcm.ca



SUMMARY OF ACTIVE GRANTS IN 2010



Alberni-Clayoquot Regional District

The following is a summary of the grants that were active in 2010. This includes grants that had any activity in the year (i.e. approval, completion, payment or request for extension).

Important information about program deadlines, including deadlines for progress and final reports, is also included. Please note this report is accurate as of December 31, 2010.

Program Name	Status	Grant Amount	Deadline(s)
• Community Tourism – Phase 2	Completed	\$38,446.62	-
• Community Wildfire Protection Plan	Approved	\$15,000.00	-
• 2008 Supporting Treaty Implementation – 2010/11 TAC Funding	Approved	\$4,220.00	April 30, 2011
• 2008 Supporting Treaty Implementation Pilot	Report Rec'd	\$10,000.00	-
• 2010/11 Community to Community Forum	Completed	\$2,625.50	-

Grant Status Definitions:

Approved – application met the program guidelines/funding criteria and initial payment has been made.

Approved in Principle (AIP) – application met the general requirements for approval but requires additional information before full approval.

Closed – applicant did not meet final reporting requirements and application closed by LGPS with or without complete payment of the grant.

Completed – applicant completed project, submitted required reports and received complete payment.

Extended – received a formal extension to the application due date, project end date and/or report deadline.

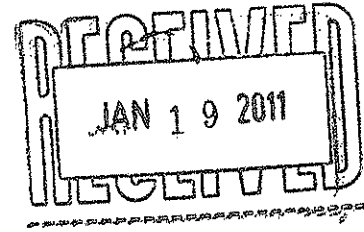
On-going – applicant has not completed report requirements and has not applied for a formal extension.



Alberni Valley Community Forest Corporation

7500 Airport Road, Port Alberni, BC, V9Y 8Y9, Flynnes@shaw.ca 250 724 1479

Alberni-Clayoquot Regional District
3008 5th Avenue,
Port Alberni, BC
V9Y 2E3



RE: Forest Stewardship Plan - Alberni Valley Community Forest

Dear Regional District Board and Staff,

A Forest Stewardship Plan (FSP) has been prepared for the Alberni Valley Community Forest (AVCF) area comprising the Sproat and Taylor Forest Development Units. We would like to invite you to review and comment on the proposed plan.

An electronic copy of the FSP is available at the AVCF website at www.communityforest.ca. A hard copy of the FSP will also be available for viewing at the AVCF Office, 7500 Airport Road, Port Alberni from January 18 to March 18, 2011. Please call 250 724 1479 to arrange an appointment. A hard copy is also available at the Port Alberni City Hall.

A public open house will be held on February 3, 2011 from 3:00pm to 8:30pm at the Sproat Lake Community Hall, on Bomber Base Road at Sproat Lake. At this time, the AVCF manager, directors and the planning forester will be available to discuss the FSP contents with interested parties.

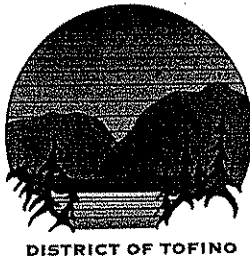
The FSP is a required document that compliments the existing Management Plan. The FSP includes a map of the areas where forest development activities can occur over the next five years. These areas are referred to as forest development units (FDU). The FSP states the results and the strategies that the forest licensee will use to be consistent with government objectives for forest values including land use objectives set under higher level plans and the objectives set by government for the following forest values: soil; timber; wildlife; water, fish, wildlife and biodiversity in riparian areas; fish habitat in sensitive watersheds; water in community watersheds; wildlife and biodiversity at a landscape level and at a stand level; visual quality; and cultural heritage resources.

The review and comment period for this FSP is 60-days from January 18 to March 18, 2011. Received comments, meeting results and proposed changes will be sent to the Forest Service District Manager. Once the FSP is approved the government may issue cutting permits or road permits to the AVCF, providing the authority to harvest timber or build roads.

If you have any questions, comments, or concerns, please contact Len Apedaile RPF, planning forester at (250) 337-5588 or send written comments to AVCF, 7500 Airport Road, Port Alberni, BC, V9Y 8Y9. Thank you for your interest and involvement.

Sincerely,

Shawn Flynn, R.P.F.



DISTRICT OF TOFINO

PO BOX 9
121 – 3RD STREET
TOFINO, BC, V0R 2Z0

P 250.725.3229
F 250.725.3775
E arodgers@tofino.ca

January 19, 2011

Re: Proposed Amendment to Tofino OCP (Western Beaches Foreshore Development Permit Area)

To whom it may concern,

The District of Tofino would like to take this opportunity to invite your organization to two information sessions with respect to a proposed amendment to Tofino's Official Community Plan. The information sessions are scheduled for Monday, January 24th, 2011 from 6:00 PM to 8:00 PM; and Saturday January 29th, 2011 from 9:00 AM to 11:00PM at the District of Tofino Council Chambers.

The purpose of the meetings is to discuss the drafting of a Development Permit Area (DPA) for the western foreshore of Tofino.

If you have questions, concerns or require further information please do not hesitate to call or email me.

Regards,

Aaron Rodgers
Community Sustainability



**ISLAND COASTAL ECONOMIC TRUST ANNOUNCES FUNDING FOR
FANNY BAY HARBOUR LOADING RAMPS PROJECT**

For Immediate Release

January 18, 2011

Fanny Bay, BC – Charlie Cornfield, Director of the Island Coastal Economic Trust and Mayor of Campbell River, on behalf of the Board of Directors, today announced funding by the Island Coastal Economic Trust (ICET) of \$515,000 for the Fanny Bay Harbour Loading Ramps project. The total cost of the project is estimated at \$1.87 million dollars.

The project consists of the reconstruction and reconfiguration of the floats and fingers of the Fanny Bay Wharf in order to eliminate the severe constraints to loading and offloading created by the lack of space. This will also include the construction of a concrete ramp from the parking lot to a tidal ramp, in order to provide truck to vessel access at any state of the tide.

Shellfish production is expanding rapidly on Vancouver Island, and the limitations in the infrastructure required to get the product to processing and market are an impediment to the growth of this locally critical industry. "These much needed transportation infrastructure improvements are typical of ICET investments, enabling the region to respond to the needs of industry, helping to improve its productivity and global competitiveness. The project will also have a positive impact on other commercial users and recreational users enabling the region to pursue its diversification strategy, assisting in the transition to sustainable economic activities," stated Cornfield.

"We are very pleased that this collaboration amongst our funders, Western Economic Diversification, West Coast Community Adjustment Program, Small Craft Harbours and the Island Coastal Economic Trust, will finally allow us to meet the needs of our primary users, the shellfish industry, and reduce the barriers to their success on a local, regional and even global scale," stated Gordon McLellan President of the Fanny Bay Harbour Authority. "These improvements will also enable barge access to deep water which will give other industries and businesses in our region the option of transshipping product in bulk to the Port of Vancouver. This is a win-win situation for everyone. When the businesses in our region succeed, our communities and families reap the benefits."

About the Island Coastal Economic Trust

The Island Coastal Economic Trust was established on February 27, 2006 under an Act of the Province of British Columbia. It provided a \$50-million endowment that is managed by an

independent Board of Directors comprised of thirteen members – eight Mayors and five provincial appointees from the ICET area.

The Board's mandate is to make strategic investments in economic development priorities including forestry, transportation, tourism, mining, energy, economic development, agriculture and aquaculture, and small business. The ICET region encompasses all Regional Districts and municipalities on Vancouver Island north of the Malahat as well as the Powell River and Sunshine Coast Regional Districts.

ICET has approved \$41 million for over 70 projects on the Island and Sunshine Coast since starting its grant program in 2007. The total impact of these investments is estimated at over \$230 million.

A full overview of ICET can be found at www.islandcoastaltrust.ca

-30-

For further information:

Mayor Charlie Cornfield and ICET Director
City of Campbell River
Tel. 250-286-5710
Charlie.Cornfield@campbellriver.ca

Line Robert, Acting CEO
Island Coastal Economic Trust
Tel. 250-334-2427 Extension 227
line.robert@islandcoastaltrust.ca

Bruce Evans
Project Manager
250-248-1325
bdevans@telus.net



Staff Report

To: Board of Directors
From: Russell Dyson, Chief Administrative Officer
Date: December 6, 2010

Re: Update on Staff Activities

The following is a brief update on staff activities for the January 2011. In addition to day to day activities, the following are some other issues/items that Regional District staff are currently working on:

- a. Updating the Regional District's records management system;
- b. Drafting a Records Retention Policy for consideration by the Board of Directors;
- c. Drafting an updated Bamfield Water Committee Bylaw for consideration by the Board of Directors;
- d. Personnel Issues including recruitment of Manager of Finance;
- e. Follow-up from the Community to Community Forum with all the First Nations in the Region & ACRD Board to discuss working together, sharing services and share plans for the future;
- f. Drafting the Long Beach Airport Authority Bylaw;
- g. Preparations for the 2011 Budget Process;
- h. Investigating options for the future of the Log Train Trail
- i. Investigating options/projects for the Gas Tax Funds.



Russell Dyson,
Chief Administrative Officer

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BUILDING INSPECTOR'S REPORT
DECEMBER, 2010

BUILDING TYPE	BAMFIELD		BEAUFORT		LONG BEACH		SPROAT LAKE		BEAVER CREEK		CHERRY CREEK		TOTALS	
	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE
Single Family									1	159,000			1	159,000
Mobile Homes					1	5,000								5,000
Multi-Family														0
Adds&Rens									1	5,000			1	5,000
Commercial														0
Institutional														0
Industrial														0
Miscellaneous														0
Totals	0	0	0	0	1	5,000	0	0	2	164,000	0	0	3	169,000

WOODSTOVE INSPECTIONS	BAMFIELD		BEAUFORT/BEAVER CREEK		LONG BEACH		SPROAT LAKE		CHERRY CREEK		TOTAL	
	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE
	17		54		4		54		31		160	

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BUILDING INSPECTOR'S REPORT
DECEMBER, 2010 TO DATE

BUILDING TYPE	BAMFIELD		BEAUFORT		LONG BEACH		SPROAT LAKE		BEAVER CREEK		CHERRY CREEK		TOTALS	
	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE
Single Family	7	1,181,610	2	748,436	10	1,429,298	5	2,876,604	11	3,773,925	6	1,368,824	41	11,378,697
Mobile Homes	0	0	2	8,500	2	295,000	1	3,500	2	11,000	4	49,200	11	367,200
Multi-Family	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Adds&Rens	2	366,000	1	20,000	2	11,000	10	778,553	18	413,395	4	103,018	37	1,691,966
Commercial	0	0	0	0	1	260,000	3	1,270,000	0	0	4	5,494,200	8	7,024,200
Institutional	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Industrial	0	0	0	0	1	50,000	0	0	0	0	0	0	1	50,000
Miscellaneous	2	17,518	1	6,600	8	79,000	15	314,021	15	266,882	10	328,086	51	1,012,107
Totals	11	1,565,128	6	783,536	24	2,124,298	34	5,242,678	46	4,465,202	28	7,343,328	149	21,524,170

YEAR TO DATE	TOTAL YEAR		YEAR TO DATE		TOTAL YEAR		
	#	VALUE	#	VALUE	#	VALUE	
2009	123	11,302,380	123	11,302,380			
2008	147	22,682,130	147	22,682,130			
2007	163	15,007,877	163	15,007,877			
2006	161	15,909,705	161	15,909,705			
2005	138	12,962,379	138	12,962,379	1997	104	10,025,166
2004	133	11,036,854	133	11,036,854	1996	128	9,050,554
2003	97	6,925,356	97	6,925,356	1995	116	9,641,300
2002	76	2,986,134	76	2,986,134	1994	151	7,915,500
2001	89	5,790,126	89	5,790,126	1993	167	10,864,000
2000	88	4,095,339	88	4,095,339	1992	173	11,192,500
1999	80	3,348,092	80	3,348,092	1991	126	7,155,120
1998	75	3,320,890	75	3,320,890	1990	118	6,323,900



MEMORANDUM

TO: Russell Dyson (CAO) and the Board of Directors
DATE: January 20, 2011
RE: Dept. of Environmental Services

Since the regular Board of Directors meeting on December 10, 2010 our department has been working on but not limited to the following:

- West Coast Landfill contract with Berry and Vale Contracting Ltd. for month to month operation of the landfill.
- Clean up and re-organization of the landfill.
- West Coast Landfill leachate pump maintenance issues.
- New tender documents for the West Coast Landfill.
- ACRD has sold 420 composters to date with a conservative estimate of approx. 131 tons of kitchen waste diverted from our landfill per year. Our back yard composting program is working very well.
- Tour of ICC composting facility in Naniamo.
 - Dealing with INAC and DNA and the Tla-o-qui-aht First Nations in regards to Esowista water needs and drilling a new 8" well and re-testing the production of the aquifer. No proposals to the ACRD as of yet.
- Esowista sewage disposal system decommissioning at Long Beach Airport
- Salmon Beach Hydro project underway and approx. 95% complete
- Salmon Beach issues regarding drainage and tendering maintenance contract
- LB Airport operations and maintenance.
 - 2000 sq.ft. Maintenance storage bldg. at the Long Beach Airport is complete.
- Infrastructure upgrades re: water sewer and hydro to lease lots, sewer main is in, the water main is in, fencing, the septic field is in and hydro is in progress.
 - LB Airport terminal building roof leak has been fixed.
- Working with BC Parks on a lease arrangement for an area at the LB Airport, draft agreement in for BC Parks approval.

- Preparation of BC Parks lease area at the Long Beach Airport, building demolished and water line installed.
- Long Beach Airport maintenance issues with Parks Canada and agreements for buildings and land on site in lieu of lease payments.
- Contaminated sites clean-up at LB Airport with Trans. Canada as they want us to sign off.
- Annual Landfill reporting and compliance issues almost rectified.
- Continuing road problems at the West Coast Landfill and Long Beach Airport.
- Stuart Rd. and Bell Rd. water tie in to the water line extension to Kleekoot Reserve.
- Harold Bishop Fire hall water line, fire hydrant and seismic up-grades.
- Log Train Trail study complete, Doug Moore (contractor) made a presentation to the AV Committee.
- Office at AV Reg. Airport rental space for the Community Forrest Corp. is complete
- Grant application and drawings for the Harold Bishop Fire Hall.
- Faber Rd. trail to Cougar Smith Park tender documents.
- Cougar Smith park water well in place and operational. Well is producing 7-8 gallons per minute, water clarity issues are resolved.
- 2011 budget
- ACRD Safety Management System for all functions of the ACRD.

Respectfully submitted,



Don Anderson
Manager of Environmental Services
Alberni Clayoquot Regional District.



MEMORANDUM

To: Board of Directors
From: Brenda Fortais- Waste Reduction Coordinator
Date: January 20, 2011
Subject: January Update

Update on Recycling for January 2011

- Weekly Environmental Updates in AV Times.
- Review and revise the 2011 WC Recycling/Garbage Tender Documents.
- Updating Landfill information and databases as well as WC Landfill information and database.
- School Programs – been a bit slower. Approx 6-8 per week this month. (Approx 28 presentations booked for January) Currently booking for February and March. Also have Community Composting course in February.
- Working together with ADSS for future composting and recycling activities at new high school
- Meeting for SD 70 Here we Come Event- Planning 5 events (Port Alberni, Bamfield, Ucluelet, Tofino, Ahoushat). ACRD will be heavily involved and have a booth with information, games, activities etc to encourage Waste Reduction. Created all posters and media materials to promote event. 2 events in March, 3 events in May. Last year we had around 400 kids + their families at these events so great exposure and chance to discuss Recycling with all electoral areas.
- Working together with Science World for the Community Science Celebration (taking place in February). ACRD will have activity station, games, booth, information sheets, handouts
- Meeting with Travis Cross- Fire Department to discuss composting options for the PA Fire Hall

Reviewed by: 

**Alberni-Clayoquot Regional District
Staff Action List
Update to the Board of Directors as of January 19, 2011**

Date	Action Item	Assigned to	Target Date/Update
Previous Board of Directors Meetings			
Apr. 28/10	Investigate and work with Dolan's on the proposed Rock Quarry Project on the AV Airport Property	Don	In progress – investigating with Mark Harvey of ILMB and contact with Tom Black & Brian McKenny
May 26/10	Enter into an agreement with the City of Port Alberni for Building Inspection Services	Mike	In progress
July 28 th	Director Ochman requested the following items be placed on the To-Do List:		
Mar. 1/09	- Bamfield Water Committee Bylaw	Wendy	BW Comm. To review draft – Feb. 7/11
May 13/10	- Mapping of Bamfield Water System, Infrastructure Planning Grant	Don Lori	Underwater system map completed by John Mass Map of meters, hydrants etc. Coordinate with R. Zoet
June 6/08	- Bamfield Liquid Waste Management Infrastructure Planning Grant	Don Lori	Find consultant/university to provide options Map of outfalls into Bamfield and Grappler Inlets
June 1/09	- East Bamfield Parking Plan	Mike	Part of OCP review in 2011
Oct. 1/09	- Expand Waste Transfer Site - Re-use shed at Waste Transfer Site	Don Don	Order Fencing Plan, Materials, Build
April 6/10	- West Bamfield Harbour Authority Dock Improvements (ICET)	Don/Janice	Work to be completed in 2011 – Report to Follow
June 1/09	- Bamfield OCP Review	Mike	2011
Sept. 22/10	Draft the Long Beach Airport Authority Commission for consideration by the Board of Directors	Wendy/ Don	Draft to be presented at the Feb. 9 th WC Committee Meeting
Oct. 27/10	Investigate what the costs would be to the Regional District if they were to join the Climate Action Charter	Andrew	Investigating
Oct. 27/10	Put the tender out for operations of the West Coast Landfill	Don	Preparing documents and amending scope – new documents, scope of work and temporary contract awarded to Berry & Vale
Nov. 24/10	Invite the head of the South Island Forest District to make a presentation to the Board on proposed logging around Fossli park	Wendy	Arranging - Invitation sent to John Lang, South Island Forest District
Nov. 24/10	Apply for Infrastructure Planning Grants for Cherry Creek and Beaver Creek Water	Janice	Submitted Dec. 2/10 – Awaiting decision

Nov. 24/10	Get prices on upgrades to the house at the Long Beach Airport and go out to tender for the required upgrades	Don	Floor plan drafted complete specifications in progress
Nov. 24/10	Investigate a livestock roaming bylaw for Beaver Creek	Mike/ Alex	Feb.
Board of Directors Meeting December 10, 2010			
Dec. 10/10	The Board nominated John Fraser to the AVICC – Send in nomination papers	Wendy	January 24 th
Dec. 10/10	Draft a resolution for consideration at AVICC regarding petitioning the Federal Government regarding input into fish allocation decisions	Wendy/ Robert G.	January 11 th
Dec. 10/10	Apply for funding through Towns for Tomorrow for the Harold Bishop Firehall Seismic Upgrade and Renovation	Janice	Submitted Jan. 14/11
Dec. 10/10	Apply for funding through the Gas Tax General Priority fund for Sugsaw lake upgrade and Beaver Creek Water booster pump station	Janice	In-Progress
Dec. 10/10	Arrange the Parcel Tax Review Panel sitting for Feb. 10 th , 1:30 pm in the Regional District Board Room, Directors: Bennett, Edwards and Cote to sit on the panel	Wendy	Arranged
Dec. 10/10	The Board approved putting in another office at the AV Airport Terminal Building – Proceed	Don	Done
Committee-of-the-Whole Meeting January 12, 2011			
Jan. 12/11	Forward a letter to the Minister of Transportation expressing the Regional District's displeasure with the Ministry not involving the Bamfield Road Association in the Bamfield Road Agreement negotiations with the Forestry Companies	Wendy	January 24 th
Jan. 12/11	Submit application for funding for the Debris Deflection Berm (Woosley Road)	Janice	Submitted – Jan. 14/11
Jan. 12/11	Apply for funding extension for the Long Beach Airport Improvement Project	Janice	Submitted – Jan. 14/11
Jan. 12/11	Make amendments/updates to the ACRD Committee list for 2011 and forward for consideration by the Board	Wendy	Done – January Board Agenda Package
Jan. 12/11	Arrange a site visit meeting at the West Coast Landfill with WC Directors, yourself and Min. of Environment rep. asap	Don	Meeting scheduled at West Coast Landfill – January 25 th (MOE won't attend – RD Engineer to attend)
Previous Committee-of-the-Whole Meetings			
July 14/10	Prepare a draft Agreement for kennel services with the SPCA for consideration by the Board	Mike/Alex	Feb. Board Meeting

July 14/10	Prepare a RFD to the Board amending the ICET Application for Navigational Aids for the Long Beach Airport	Don/Janice	Done – New Stage 1 Application submitted & accepted – Some additional information requested & being processed – Completing Stage 2 Requirements
Sept. 8/10	Contact Telus Mobility and investigate a better rate for all Regional District Cell Phones	Andrew	Investigating
Oct. 13/10	Work with Tofino Air on the details of their request for a new lease at the Long Beach Airport	Don	Details amended – draft sent
Previous Alberni Valley Committee			
Sept. 16/09	Work with City of Port Alberni staff on Bell Road Stuart Avenue Water and continue investigating infrastructure grants	Don	\$10,000.00 Grant Received – Proceeding with draft design/cost – Meeting with Chatwin Engineering to follow
Alberni Valley Committee January 18, 2011			
Jan. 18/11	Invite Mr. Cowan to make a presentation to the ACRD Board regarding his proposal for a new BMX Mike Park	Wendy	Arranging
Jan. 18/11	The AV Committee approved proceeding with hiring Landworks Consultants to prepare the Alberni Valley Airport Zone – Prepare RFD to the Board	Mike	January Board Agenda Package
Jan. 18/11	Arrange a tour for Directors and Senior Staff of the Long Train Trail	Russell	Arranging
Jan. 18/11	Put together information on sign age requirements for the Long Train Trail for Mayor McRae to explore possible ICET funding	Don	Working on request
Jan. 18/11	Get a more detailed breakdown of costs for improvements to the Log Train Trail from Doug Moore	Don	Doug Moore to provide
Jan. 18/11	Prepare a report on the Log Train Trail on any easements, right of ways, covenants or any other items listed on title	Mike	Feb.
Jan. 18/11	Investigate options for the Log Train Trail such as: continue leasing, purchasing the trail, regional parks function, designating portions of the trail etc.	Russell/ Wendy	Investigating
Previous West Coast Directors Meeting			
Apr. 28/10	Proceed with further discussion with the District of Ucluelet and Tofino regarding a Fire Protection Services Agreement for the Long Beach Airport	Don	Investigating – Would also like to include WC Landfill – WC Landfill now has fire fighting capability on site
Apr. 28/10	Work with ACRD Lawyers on the landfill road agreement with Parks Canada	Don	Working with Parks Canada – met new Administration and working on terms

May 13/10	Planning Staff – Proceed with subdivision process on the Long Beach Airport Lands for the WC Multiplex Society and the Long Beach Golf Course	Mike	Investigating
May 13/10	Organize the Grand Opening Ceremony for the new Long Beach Airport Terminal Building in September 2010	Don	Postponed until spring 2011
Sept. 8/10	Investigate and report back to the WC Committee on options for implementing passenger and airport improvement fees at the Long Beach Airport	Don	Working with Mike Hooper of Sprott Collishaw Airport – We have airport protocols for AIF's and PFF's – Proposal to follow
Sept. 8/10	Contact Tourism Tofino and Ucluelet to see if they are interested in organizing the Opening Ceremony for the Long Beach Airport in the Spring of 2011	Don	Contacted Charles McDermott & Tofino Tourism along with the Wickaninish Inn interested – Getting estimate from Organizing Company
Sept. 8/10	Investigate the possibility of leasing property at the Long Beach Airport for HFN to drill a well for water to their reserve	Don	To follow-up – ROW appears to be best option, TFN, DNA, INAC, Windley Cont. to meet Jan. 13/11 to decide
West Coast Committee Meeting November 17, 2010			
Nov. 17/10	Prepare a RFD to the Board to go out to tender to do upgrades to the house at the Long Beach Airport in order to rent it out	Don	Floor plan drafted complete specifications in progress
Nov. 10/10	Invite representatives of DFO to make a presentation to the ACRD Board on the development of improved transparency, predictability and accountability in commercial allocation decision making	Wendy	Invitation sent
Electoral Area Directors Meeting – January 18, 2011			
Jan. 18/11	Prepare a report to the Electoral Area Directors on options for use of the Gas Tax Funds	Russell	
Jan. 18/11	Refer the Admin Memo and Bylaw for Placing a Notice on Title back to the Board of Directors for consideration	Mike/ Carla	January Board Meeting
Jan. 18/11	The EA Directors approved hiring Landworks Consultants to conduct the Introducing Secondary Suites – Advise Landworks	Mike	Done
Jan. 18/11	Prepare a RFP for the Alberni Valley OCP Reviews	Mike	For Feb.
Jan. 18/11	Consult with educational institutes such as VIU and UVIC regarding assisting with the Bamfield OCP Review	Mike	Investigating



MEMORANDUM

To: Board of Directors
From: Janice Hill
Date: January 20, 2011
Subject: Update on Grants and Applications

Please find attached an updated spreadsheet showing the status of our Grants and current applications. If you have any questions regarding any of the Grants please feel free to contact me.

Thank you,

Janice Hill

ACRD GRANT APPLICATIONS

PROJECT NAME/NUMBER	FUNDING SOURCE	APPLICATION STATUS	DATE SUBMITTED	AMOUNT	Date Awarded	DEADLINE	NOTES
Beaver Creek Booster Pump Station	Gas Tax GSPF & IF Funds	In progress		\$ 884,800.00			Would provide 100% funding - application deadline April 29, 2011
Bamfield Water System Upgrade (Sugsaw Lake Intake)	Gas Tax GSPF & IF Funds	In progress					Would provide 100% funding - application deadline April 29, 2011
Long Beach Airport Navigational Aids	ICET	In progress	9-Sep-10	\$ 169,000.00			Working on Stage 2 requirements
Alberni Valley Regional Water Supply System Implementation	Infrastructure Planning Grant	Awaiting decision	15-Dec-10	\$ 10,000.00			Possible announcement Feb. 16, 2011
Beaver Creek Water System Assessment	Infrastructure Planning Grant	Awaiting decision	2-Dec-10	\$ 10,000.00			Possible announcement Feb. 16, 2011
Cherry Creek Water System Assessment	Infrastructure Planning Grant	Awaiting decision	2-Dec-10	\$ 10,000.00			Possible announcement Feb. 16, 2011
Debris Deflection Berm	Flood Protection Program	Awaiting decision	October, 2010	\$140,700.00			Stage 2 application submitted January 14, 2011 (application on behalf of TimberWest - no financial contribution from ACRD required)
Sproat Lake Marine Patrol	Transport Canada - Boating Safety Awareness program	Awaiting decision	31-Aug-10	\$19,951.50			Decisions will be made in Feb/March of 2011
SLVFD - Harold Bishop Fire Hall Sismic Upgrade	Towns for Tomorrow	Awaiting decision	14-Jan-11	\$ 204,700.00			
Tofino-Ucluelet Airport - Runway 10-28 Rehabilitation Projects	Airport Capital Funding Program	Awaiting decision	1-Jun-10	\$ 2,658,566.00			Possible announcement in April 2011 - would provide 100% funding
Alberni Valley Agricultural Plan	Investment Agriculture Foundation of BC	Awarded	7-Dec-09	\$30,000.00	27-Jan-10	31-Jul-11	Application approved for \$30,000.
Bamfield Liquid Waste Management Plan Study	Local Government Grant Program	Awarded	6-Jun-08	\$ 10,000.00	6-Jun-08	31-Mar-11	Stage 1 Study Grant - extended to March 31, 2011
Bamfield Water System Assessment	Infrastructure Planning Grant	Awarded	27-Jan-10	\$ 10,000.00	13-May-10	31-Mar-12	For an assessment on the existing Bamfield Water System infrastructure
Bamfield - West Bamfield Dock Improvements	ICET	Awarded	9-Feb-10	\$50,000.00	15-Apr-10	N/A	(To complete 9 components of a project that will cost \$185,000.00)

PROJECT NAME/NUMBER	FUNDING SOURCE	APPLICATION STATUS	DATE SUBMITTED	AMOUNT	Date Awarded	DEADLINE	NOTES
Sproat Lake Liquid Waste Management Plan Study Grant	Local Government Grant Program	Awarded	6-Jun-08	\$ 10,000.00	6-Jun-08	31-Mar-11	Stage 1 Study Grant - extended to March 31, 2011
Sproat Lake Trails	Union of British Columbia Municipalities	Awarded	27-Mar-09	\$ 76,195.00	12-Jun-09	31-Mar-11	Funds from Public Transit Infrastructure Funding . ACRD has received the funds as of July, 2009.
Supporting Treaty Implementation TAC	TAC Operational Funding	Awarded	26-Mar-10	\$ 4,220.00	8-Apr-10	31-Mar-11	To cover expenses of staff/directors to attend Treaty Tables
Tofino-Ucluelet Airport Terminal Building Addition and Services	Infrastructure Stimulus Fund	Awarded	14-Sep-09	\$ 503,000.00	16-Oct-09	31-Oct-11	Formal notification received. Airport improvements in progress. Project total \$754,500.00
Cherry Creek & Beaver Creek OCP	ACT Grants	Awarded	28-Apr-10	\$ 5,000.00	12-Jul-10	19-Mar-11	To cover a portion of the OCP development pertaining to rezoning for secondary suites.
Bell Road Stuart Avenue Water Upgrade	Infrastructure Planning Grant	Awarded	27-Jan-10	\$ 10,000.00	27-Sep-10	31-Mar-12	For an engineering study to tie into the City's Water Line

COMPLETED ACRD GRANT APPLICATIONS

PROJECT NAME/NUMBER	FUNDING SOURCE	APPLICATION STATUS	DATE SUBMITTED	FUNDING	NOTES
Cougar Smith Community Park - Playground Equipment	Recreational Infrastructure Canada	Completed	29-May-09	\$ 14,881.00	Funds received and final report submitted.
Bamfield Water Upgrade	Towns for Tomorrow	Completed	March, 2009	\$ 160,000.00	Completed
Debt Servicing	Union of British Columbia Municipalities	Completed	27-Mar-09	\$ 110,000.00	ACRD has received the funds as of July, 2009.
Risk Management	Municipal Insurance Association	Completed	6-Nov-09	\$2,793.00	Assist ACRD in the development of Safety Management Systems.
Risk Management	Municipal Insurance Association	Completed	15-Mar-10	\$2,793.00	Assist ACRD in the development of Safety Management Systems.
Sproat Lake Marine Patrol	Transport Canada - Boating Safety Awareness program	Completed	4-Nov-09	\$19,531.04	Completed
Supporting Treaty Implementation Pilot Project	Union of British Columbia Municipalities	Completed	16-Feb-10	\$10,000	Completed
Community to Community Forum	Community to Community Forum program 2010/11	Completed	28-May-10	\$ 4,350.00	Forum held November 25, 2010 - final report submitted

January 11, 2011

Glenn Wong, Chair
Alberni-Clayoquot Regional District

MoT Meeting Report:

Meeting with Ministry of Transportation and Infrastructure, Barbara Thomas and Darren Englund and Sproat Lake Area Director, Penny Cote at the Ministry of Transportation and Infrastructure Office, 3rd Floor 2100 Labieux Rd, Nanaimo.
Friday, November 7th, 2011 at 3 pm.

Re: Repair of McCoy Lake Road and culvert for Nook Creek.

Barbara Thomas and Darren Englund met with Penny Cote and discussed safety concerns regarding emergency vehicle safety and time responses and what an important major cross road McCoy Lake Road is to the Sproat Lake Community. Barbara Thomas and Darren Englund assured Penny that it is not the intention of MoT to close the McCoy Lake Road and it is presently not in threat of collapsing as its' safety is not compromised by the deteriorating culvert at Nook Creek. The road does have flood issues that may warrant a short road closure but that should not affect the integrity of the road. Although the property owner, Bill Thomson, at present, is not working with MoT, this project is still being considered for construction this spring during the DFO window of opportunity. Barbara Thomas acknowledged the short timing to make a request to the MoT Executive Board for further resolution.

History:

This meeting was requested by Penny Cote through the ACRD Board as a result of conversations with the property owner, Bill Thomson and MoT representation regarding the deteriorating culvert at Nook Creek on McCoy Lake Road. It is admittedly at the end of the culverts' life and the road is becoming compromised. If the culvert and road is not replaced in the next short time the road will need to be closed when no longer deemed to be safe to travel over. Further this 100 years old + road is a Section 34 road (private property). The MoT has a work plan ready to implement this work which was taken off the table this summer. The property owner wants this project to commence and negotiations to continue. The Sproat Lake Community relies on this major thorough way for safety emergency responses and much more which is why the ACRD Board was asked to support the request to MoT to continue with McCoy Lake Road maintenance and new construction for Nook Creek culvert.

Report submitted by
Penny Cote, Director
ACRD area D



Administrative Memo

To: Board of Directors
From: Wendy Thomson, Deputy Corporate Officer
Meeting Date: January 26, 2011

Subject: 2011 Committee Appointments

Recommendation:

That the Board of Directors approve the 2011 Regional District Committee Appointments and Appointments to Outside Boards, Agencies, Commissions.

Desired Outcome

To make appointments to Regional District Committees, Outside Boards, Agencies and Commissions for 2011.

Background

In January of each year the Board of Directors make appointments to its' Committees and Outside Boards, Agencies and Commissions. The Committee-of-the-Whole reviewed the draft list at the January 12th meeting and a few amendments have been made for 2011

The following organization appointments have been deleted:

- Catalyst Community Relations (no longer in operation)
- AV Spirit of BC (no longer in operation)
- Pacific Oil & Gas Exploration (no longer a member)
- AV Community Forest Advisory Committee (no longer in operation)

The amended 2011 Regional District Committee Appointments and Appointments to Outside Boards, Agencies, Commissions are submitted for consideration by the Board of Directors.

Submitted by:

Wendy Thomson, Deputy Corporate Officer

Approved by:

Russell Dyson, Chief Administrative Officer

Members: Port Alberni, Ucluelet, Tofino, Electoral Areas

"A" (Bamfield), "B" (Beaufort), "C" (Long Beach), "D" (Sproat Lake), "E" (Beaver Creek) and "F" (Cherry Creek)



Albern-Clayoquot Regional District - 2011 Committee Appointments

COMMITTEE OF THE WHOLE

- Glenn Wong, Chairperson
- Tony Bennett
- Hira Chopra
- Penny Cote
- Patty Edwards
- John Fraser
- Mike Kokura
- Ken McRae
- Stefan Ochman
- Eric Russcher
- Willard Gallic, NTC Representative

FISHERIES COMMITTEE

- Eric Russcher, Chairperson
- John Fraser
- Ken McRae
- Glenn Wong
- Tony Bennett
- Willard Gallic, NTC Representative
- Stefan Ochman
- Dianne St. Jacques
- Andrew Day
- Dennis Chalmers
- Bill Shaw
- Don Hall
- Moses Martin

SOLID WASTE PLAN MONITORING ADVISORY COMMITTEE

- *Albern Valley Landfill*
- Mike Kokura, Chairperson
- Penny Cote
- Glenn Wong
- Patty Edwards
- Don Anderson, Man. Environ. Svs.
- Guy Cicon, City P.A.
- Gary Swann
- Frank Stini
- John Douglas
- Al McGill

HIGHWAY CONNECTOR

COMMITTEE

- Hira Chopra, Chairperson
- John Fraser
- Ken McRae
- Eric Russcher
- Mike Kokura
- Gary Haggard
- Dianne St. Jacques
- Gillian Trumper
- Mike Newton
- Scott Fraser, MLA
- Ken Epps
- Dewayne Parfitt
- Bob Kanngiesser
- Joe Stanhope
- Patrick Deakin

West Coast Landfill

- Eric Russcher
- John Fraser
- Don Anderson, Man. Environ. Svs.
- Chris Bird
- Arlene Armstrong
- CAO, District of Tofino
- Al McGill
- Pac. Rim. Nat. Park Rep.

AGRICULTURAL ADVISORY COMMITTEE

- Bill Thompson, Chairperson
- Glenn Wong
- Mike Kokura
- Dorothy Brooks
- Ann Collins
- John Oostrom
- Lisa Aylard
- Ron Emblem
- Vaughan Chase
- Vicki Lee
- Robert Haynes
- Wayne Smith

ELECTORAL AREA DIRECTORS

(meets quarterly)

- Penny Cote
- Glenn Wong
- Patty Edwards
- Tony Bennett
- Mike Kokura
- Stefan Ochman

WEST COAST DIRECTORS

(meets quarterly)

- Tony Bennett
- Eric Russcher
- John Fraser

ALBERNI VALLEY EMERGENCY

PLANNING COMMITTEE

- Ken McRae
- Patty Edwards
- Penny Cote
- Glenn Wong
- Hira Chopra
- Mike Kokura

ALBERNI VALLEY COMMITTEE

- Hira Chopra • Patty Edwards
- Glenn Wong • Mike Kokura
- Ken McRae • Willard Gallic
- Penny Cote



**Alberni-Clayoquot Regional District
Appointments to Outside Boards, Agencies, Commissions
2011**

MUNICIPAL FINANCE AUTHORITY

- Mike Kokura
- Hira Chopra, Alternate

WEST COAST AQUATIC BOARD

- Tony Bennett
- Eric Russcher, Alternate

**MUNICIPAL INSURANCE
ASSOCIATION OF BC**

- Mike Kokura
- Hira Chopra, Alternate

AIR QUALITY COUNCIL

- Patty Edwards

LOCAL MARINE ADVISORY GROUP

- Stefan Ochman

**WEST ISLAND WOODLANDS
ADVISORY GROUP**

- Ken McRae
- Stefan Ochman

ISLAND COASTAL ECONOMIC TRUST

- Glenn Wong

E911 CORPORATION

- Hira Chopra
- Patty Edwards, Alternate

TREATY ADVISORY COMMITTEE

- Mike Kokura
- Hira Chopra, Alternate

**ALBERNI VALLEY CHAMBER OF
COMMERCE**

- Glenn Wong

**VANCOUVER ISLAND REGIONAL
LIBRARY BOARD**

- Penny Cote
- Patty Edwards, Alternate

**VANCOUVER ISLAND FILM
COMMISSION**

- Glenn Wong

A.V. MUSEUM & HERITAGE BOARD

- Penny Cote

COASTAL COMMUNITIES NETWORK

- Ken McRae
- Tony Bennett, Alternate

**BEAUFORT COMMUNITY
WATERSHED COMMITTEE**

- Mike Kokura
- Patty Edwards
- Glenn Wong

**CENTRAL WEST COAST FOREST
SOCIETY**

- Tony Bennett

**ALBERNI VALLEY TRAILS
COMMITTEE**

- Penny Cote

**HISINKSI ECONOMIC DEVELOPMENT
CORPORATION**

- Hira Chopra

CLAYOQUOT BIOSPHERE TRUST

- Don McMillan
- John Fraser, Alternate



Administrative Memo

To: Board of Directors
From: Wendy Thomson, Deputy Corporate Officer

Meeting Date: January 26, 2011

Subject: Resolution - Signing Authority for Banking Purposes

Recommendation:

That the Board of Directors authorize the following for banking purposes for the Alberni-Clayoquot Regional District and Alberni-Clayoquot Regional Hospital District for 2011:

- a. The following Directors have signing authority: Glenn Wong, Chairperson, Patty Edwards, Vice-Chairperson;
- b. The following Staff members have signing authority: Russell Dyson, Chief Administrative Officer, Wendy Thomson, Deputy Corporate Officer;
- c. One of the above Directors are authorized to sign all Regional District banking documents with one of the above Staff members.

Desired Outcome

To authorize the Chairperson, Vice-Chairperson and two Management Staff members to sign all Regional District banking documents.

Background

The Regional District's bank (Toronto Dominion Bank) requires the Regional District Board to pass an annual resolution giving the Chairperson, Vice-Chairperson and two Staff members the authority to sign Regional District banking documents.

Submitted by:

Wendy Thomson, Deputy Corporate Officer

Approved by:

Russell Dyson, Chief Administrative Officer

Members: Port Alberni, Ucluelet, Tofino, Electoral Areas

"A" (Bamfield), "B" (Beaufort), "C" (Long Beach), "D" (Sproat Lake), "E" (Beaver Creek) and "F" (Cherry Creek)



MEMORANDUM

TO: Russell Dyson, CAO and
Board of Directors, Alberni-Clayoquot Regional District

DATE: January 19, 2011

FROM: Mike Irg, M.C.I.P., Manager of Planning and Development

RE: Tofino/Ucluelet Airport Zoning

Recommendation

The West Coast Committee and the Alberni Valley Committee recommend that the Regional Board:

- i) Direct staff to proceed with hiring a consultant to draft an "airport zone" that will apply the Tofino/Ucluelet Airport and the Alberni Valley Airport, with the costs not to exceed \$5,000.00 and paid for out of the Alberni Valley and Tofino/Ucluelet Airport budget.
- ii) Hire Landworks Consultants to prepare the draft "airport zone".

Chief Administrative Officer Comments:

concur

IMPLICATIONS OF THE RECOMMENDATION

1. **GENERAL**

Both the West Coast and Alberni Valley Committees have now reviewed this proposal and recommend proceeding with the staff recommendation to hire Landworks Consultants to prepare a draft "airport zone" at a cost not exceeding \$5,000.00.

Staff recommends that one zone be drafted that would apply to both the Tofino/Ucluelet Airport and the Alberni Valley Airport, with the cost of this work come out of the two airport budgets.

Staff is recommending the Regional District hire Landworks Consultants to complete this work as they prepared the Tofino/Ucluelet Airport Plan and are familiar with the project.

2. TIME REQUIREMENT - STAFF AND ELECTED OFFICIALS

Staff and Directors would be involved in reviewing the new proposed zone and processing the application through public hearing and adoption.

3. FINANCIAL

There is money in the budget to cover the consultant costs. Staff recommends the consultant cost for drafting the zone come from the two airport budgets, with staff processing the application and managing the public hearing process.

4. POLICY OR LEGISLATIVE

Zoning falls within Part 26 of the *Local Government Act*. The amount of this work is small and the Regional District's purchasing policy allows the Regional Board to directly award the work to a consultant.

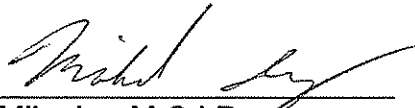
5. RELEVANCE TO THE STRATEGIC PLAN AND CURRENT WORK PLAN

Creating an airport zone is part of this year's work plan.

6. COMMUNICATIONS ISSUES

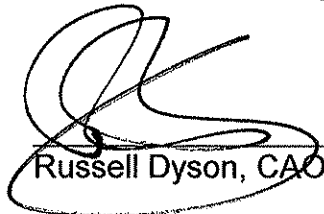
The Board will be kept up to date as work progresses. Previous work and current Airport Plans will be used as the basis for drafting a new airport zone.

Submitted by:



Mike Irg, M.C.I.P.
Manager of Planning and Development

Reviewed by:



Russell Dyson, CAO



Administrative Memo

To: Board of Directors

From: Wendy Thomson, Deputy Corporate Officer

Meeting Date: January 26, 2011

Subject: Purchase of Genset – Beaver Creek Volunteer Fire Department

Recommendation:

That the Board of Directors approve the following:

- a. The purchase and installation of a Genset for the Beaver Creek Fire Hall from Blakey Electric in the amount of \$73,511.00 including material, labour, electrical permit and HST, and;
- b. The expenditure come out of the Beaver Creek Volunteer Fire Department Capital Reserve Fund.

Desired Outcome

To purchase and install a generator at the Beaver Creek Fire Hall.

Background

After several years of planning and updating the Beaver Creek Fire Hall electrical service, the Beaver Creek Volunteer Fire Department (BCVFD) is now ready to move ahead with the purchase and installation of a genset for the Fire Hall.

The Assistant Fire Chief, Ted Maczulat was the lead on this project and has put a tremendous amount of time in researching and finally tendering out their requirements. The BCVFD complied with the Regional District's purchasing policy. Four quotes for supply and installation were received.

The BCVFD recommends going with Blakey Electric. Blakey Electric is locally owned and was the bidder to best satisfy the tender requirements.

Policy/Legislation

Regional District's Purchasing Policy

Financial

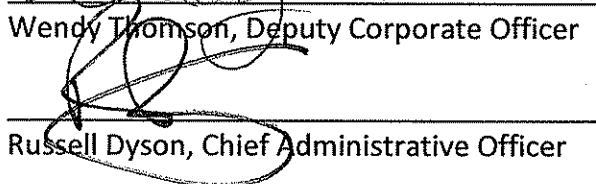
Monies coming from the Beaver Creek Volunteer Fire Department Capital Reserve Fund. The BCVFD has \$220,000.00 in their Capital Reserve Fund.

Submitted by:



Wendy Thomson, Deputy Corporate Officer

Approved by:



Russell Dyson, Chief Administrative Officer



MEMORANDUM

TO: Board of Directors
DATE: January 19, 2011
FROM: Andrew McGifford, Assistant Accountant

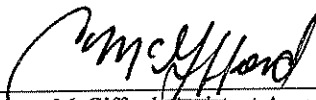
RE: Alberni Valley Wrestling Club - Special Events grant

When the Special Events grant for the Alberni Valley Wrestling Club was approved at the Committee of the Whole meeting on January 12th 2011 direction was to pay what we have in the past. Since no clear amount was set and due to the fact that this is an irregular Special Events grant I felt further clarification is needed.


The only amounts that were paid to Alberni Valley Wrestling Club in the past were \$3000 and that amount was a planned Grant in Aid in 2008. After reviewing the Special Events grant account I failed to find any other grant to the Alberni Valley Wrestling Club.

The Special Events grants that have been made out of the Special Events account over the past four years have varied from \$250 to \$3000.

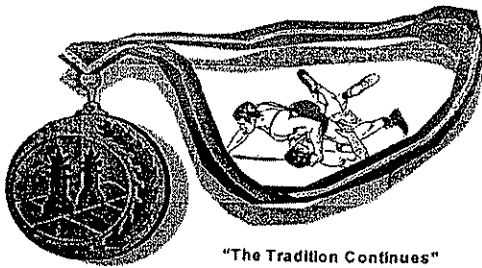
Submitted by:


Andrew McGifford, Assistant Accountant

Approved by:


Russell Dyson, Chief Administrative Officer

I recommend that
the Board support
a \$1,000 contribution.

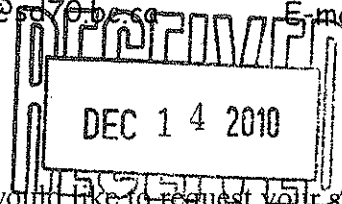


Port Alberni, BC

Alberni Valley Wrestling

Tom McEvay, Director
10288 Bishop Drive
Port Alberni, BC V9Y 9A6
Phone (250) 724-0577
Fax (250) 724-0577
E-mail: tmcevay@sd70.b.ca

SD 70 (Alberni)
202 - 4152 Redford Street
Port Alberni, BC V9Y 3R5
Phone (250) 723-3744
Fax (250) 723-3711
E-mail: tmcevay@sd70.b.ca



Dear Sir or Madam:

On behalf of the Alberni Valley Wrestling Club, I would like to request your support as a sponsor for our program this year. The following are just a few of the reasons we ask you to consider when making your decision.

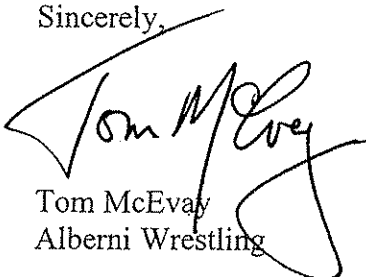
- Our wrestling program has been in existence for over 30 years.
- We provide an opportunity for young people to participate and to strive for excellence.
- Our goals focus on building character, self-esteem and service to others.
- 100% of the funds you donate go directly toward activities for our athletes.
- We give back to the community each year through our many community service projects.
- The Alberni Invitational Wrestling tournament is the largest athletic event held on an annual basis in Port Alberni, featuring over 700 entries from all over B.C. and the World.

While your sponsorship will assist us with all of our activities during the year, your publicity will be highlighted at our Annual Alberni Invitational Tournament. This year the tournament is once again being held at the Alberni Valley Multiplex, February 3-5, 2011. The Invitational is not only a highlight of our wrestling season, but it is also one of our community's top yearly celebrations.

We realize that businesses and organizations receive many requests for assistance. We hope you will agree that our organization does valuable work with young people in our community and we are worthy of your support whether it be a financial contribution or an in-kind donation or service.

Thank you for your consideration. A representative of our club will be in contact with you very soon to follow up this letter. If you have any questions, do not hesitate to contact me at 723-3744.

Sincerely,



Tom McEvay
Alberni Wrestling



MEMORANDUM

TO: Russell Dyson, Chief Administrative Officer & Regional Board of Directors
DATE: January 19, 2011
FROM: Carla Connolly, Planner
RE: Procedure for placing a Notice on Title

Recommendation: That the Regional Board pass a resolution to accept the document titled Procedure for Placing a Notice on Title and give four (4) readings to the associated bylaw titled Notice on Title Fees Bylaw No. F1091.

IMPLICATIONS OF THE RECOMMENDATION

1. GENERAL

The Building Inspection Department is responsible for ensuring that buildings constructed within the ACRD are in compliance with the *British Columbia Building Code* (BCBC).

Where work is completed without permits and/or inspections, no assurance can be provided that the work conforms to the accepted standard that has been established by the BCBC. By placing a notice on title, any individual requesting a title search will then be aware of the outstanding building safety concerns.

2. TIME REQUIREMENT - STAFF AND ELECTED OFFICIALS

Minimal: An estimated four (4) hours per file. Staff will require a resolution from the Board prior to sending the request to the Land Titles Office to place a Notice on Title.

3. FINANCIAL

Significant: the Regional District will save money and time by placing a Notice on Title on properties with illegal or sub-code construction rather than going through the expensive and time consuming court system.

ACRD costs will be recouped through the associated fee to remove the Notice on Title, which is paid directly to the ACRD.

Cost to place notice on title: \$23.75 to be paid by ACRD to Land Titles.

Cost to remove notice on title: \$700 to be paid by property owner to the ACRD.

The \$700 fee is to cover the estimated average cost of processing, inspection, and administration involved with dealing with properties that do not comply with ACRD, Provincial, and National requirements.

Estimated breakdown of costs covered by the \$700:

Average cost of staff time, including travel within the ACRD for inspections. A minimum of two (2) inspections will be necessary.	2 required inspections 1 hr. inspection time 2 hrs. travel time	vehicle costs (incl. fuel & maint.) \$80 staff time \$280 Total \$360
File administration (contacting owners, updating file, and drafting correspondence)	2.5 hrs	\$130 (staff time)
Preparing documents for the Board to approve the Notice on Title	1 hr	\$47 (staff time)
Preparing Notice on Title and having it registered	1.5 hr.	\$70 (staff time) \$23.75 (registry fee)
Removing Notice on Title	1.5 hr.	\$70 (staff time)
	TOTAL	\$700

* hourly rate has been averaged between the various staff employees who will need to deal with this issue.

4. POLICY OR LEGISLATIVE

Section 57 of the *Community Charter* gives Regional Districts and Municipalities authority to place a note against land title that building regulation(s) have been contravened.

Section 695 of the *Local Government Act* applies section 57 of the *Community Charter* to Regional Districts.

Section 931 of the *Local Government Act* gives the Regional District authority to charge fees in relation to applications and inspections.

5. RELEVANCE TO THE STRATEGIC PLAN AND CURRENT WORK PLAN

Building inspection is currently part of the existing work plan.

6. COMMUNICATIONS ISSUES

The ACRD will promote this initiative through local media prior to implementation.

A Board resolution will be required each time prior to a Notice on Title being placed on a property. Land owners will be informed before the ACRD takes action, in the form of a registered letter, prior to the Board considering a resolution.

BACKGROUND

1. KEY ISSUES OR CONCEPTS

There are outstanding building permits within the Regional District. These permits represent construction that has not received all required inspections or final occupancy for the file to be archived.

While not all of these outstanding permits require a Notice on Title, there are some that would. Without required inspections being completed, the Building Inspector has no assurance that the work conforms to the accepted standard.

Placing a Notice on Title will resolve two issues:

- a. prospective property owners will know, once a title search is complete, that there are outstanding building safety concerns, which will help purchasers make informed decisions; and,
- b. the \$700 fee to remove a Notice on Title will act as a deterrent and, ideally, persuade property owners to bring their structures into compliance instead of paying the fee.

If a property owner does not wish to obtain the required inspections from an ACRD Building Inspector, they do have the option of hiring a professional engineer to sign off on all the work that has been completed without inspections. Assurances provided by a professional engineer would satisfy the inspection requirement since the engineers are taking the liability from the ACRD.

2. DESIRED OUTCOMES

The Board accept the document titled Procedure for Placing a Notice on Title and the associated bylaw titled Notice on Title Fees Bylaw No. F1091 so that the Regional District can increase construction compliance and recover costs associated with enforcing the British Columbia Building Code, the ACRD Building Bylaw and the National Building Code.

3. OPTIONS CONSIDERED

- a. Maintaining current course of action: currently, the ACRD does not place Notice on Titles.


Submitted by:


Carla Connolly, Planner

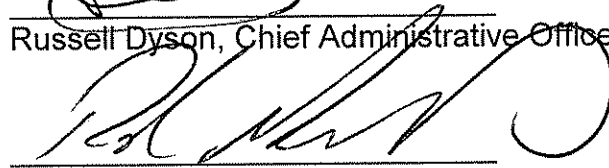
Reviewed by:


Mike Jg, Manager of Planning and Development

Reviewed by:


Russell Dyson, Chief Administrative Officer

Reviewed by:


Rob Gaudreault, Building Inspector



PROCEDURE FOR PLACING A NOTICE ON TITLE

PURPOSE: This document is to serve as a reference for Alberni-Clayoquot Regional District staff regarding placing a Notice on a Property Title.

Prior to placing a Notice on Title, the Building Inspector will first exercise reasonable procedures to obtain voluntary compliance.

Notice on Title is a note attached to a property title that says the property is encumbered by claims, interests, or rights of parties other than the seller. In this case, it would be the Regional District who has a claim on the property for building contraventions.

The *Community Charter* of the Province of British Columbia allows a Registered Building Official, who observes work done to a building, land or other structure without the required Building permit and / or inspection(s) or a contravention of a Regional District bylaw and/or building regulation, may request that the Regional Board consider the registration of a Notice on Title on the property pursuant to Section 57 of the *Community Charter* as per Section 695 of the *Local Government Act*, which states Sections 55 thru 58 apply to Regional Districts.

Prior to placing a Notice on Title, the property owner will be contacted by the ACRD via registered mail to make them aware of the building contraventions. At that time, if the property owner does not take any steps to rectify the situation, the Regional Board will be requested to pass a resolution to place a Notice on Title on the offending property.

Should the Board agree that there are contraventions of Regional District bylaws and/or the *BC Building Code (BCBC)* the Board may pass a resolution pursuant to Section 57 of the *Community Charter*. The resolution would instruct the Deputy Corporate Administrator to file a notice with the Land Title Authority of British Columbia notifying them that Regional District bylaws and/or *BC Building Code* violations exist on the property.

The Land Title Authority of British Columbia will make a notation on the property title that there is a bylaw contravention outstanding for that property. Any individual requesting a title search in the future will then be aware of the building safety concerns.

WHY IS A NOTICE ON TITLE NECESSARY?

The Building Inspection Department is responsible for ensuring all buildings constructed within the ACRD are in compliance with the *British Columbia Building Code (BCBC)*. Where work is completed without permits and/or inspections, no assurance can be provided that the work conforms to the accepted standard that has been established by the BCBC. By placing a Notice on Title, any individual requesting a Title Search will then be made aware of the outstanding building safety concerns.

HOW IS A NOTICE ON TITLE REMOVED?

A property owner may apply to the ACRD Planning and Development Department to have the Bylaw Contravention Notice removed. Once a request is made, an inspection can be conducted to verify that the deficiency has been rectified. If there are no further concerns, and once the required fee has been paid, (Refer to "Notice on Title Fees Bylaw No. F1091") the Land Title Authority of British Columbia will be notified by the Deputy Corporate Officer and the Bylaw Contravention Notice will be removed.

WHEN TO FILE A NOTICE ON TITLE

*** In the following text, the term Council means Regional Board; Municipality means Regional District; Corporate Officer means Deputy Corporate Administrator.**

Community Charter Section 57

57 (1) A building inspector may recommend to the council that it consider a resolution under subsection (3) if, during the course of carrying out duties, the building inspector

(a) observes a condition, with respect to land or a building or other structure, that the inspector considers

(i) results from the contravention of, or is in contravention of,

(A) a municipal bylaw,

(B) a Provincial building regulation, or

(C) any other enactment

that relates to the construction or safety of buildings or other structures, and

(ii) that, as a result of the condition, a building or other structure is unsafe or is unlikely to be usable for its expected purpose during its normal lifetime, or

(b) discovers that

- (i) something was done with respect to a building or other structure, or the construction of a building or other structure, that required a permit or an inspection under a bylaw, regulation or enactment referred to in paragraph (a) (i), and
- (ii) the permit was not obtained or the inspection not satisfactorily completed.

Next Steps

57 (2) A recommendation under subsection (1) must be given in writing to the corporate officer, who must

- (a) give notice to the registered owner of the land to which the recommendation relates, and
- (b) after notice under paragraph (a), place the matter before the council.

(3) After providing the building inspector and the owner an opportunity to be heard, the council may confirm the recommendations of the building inspector and pass a resolution directing the corporate officer to file a notice in the land title office stating that

- (a) a resolution relating to that land has been made under this section, and
- (b) further information about it may be inspected at the municipal hall.

(4) The corporate officer must ensure that all records are available for the purpose of subsection (3) (b).

(5) If the registrar of land titles receives a notice under subsection (3) and payment of the prescribed fee, the registrar must make a note of the filing against the title to the land that is affected by the notice.

(6) The note of a filing of a notice under this section is extinguished when a new title to the land is issued as a result of the deposit of a plan of subdivision or a strata plan.

(7) In the event of any omission, mistake or misfeasance by the registrar or an employee of the registrar in relation to the making of a note of the filing under subsection (5), or a cancellation under section 58, after the notice is received by the land title office,

- (a) the registrar is not liable and neither the Provincial government nor the Land Title and Survey Authority of British Columbia is liable vicariously,

- (a.1) the assurance fund or the Land Title and Survey Authority of British Columbia as a nominal defendant is not liable under Part 19.1 of the *Land Title Act*, and

- (b) the assurance fund or the minister charged with the administration of the *Land Title Act* as a nominal defendant is not liable under Part 20 of the *Land Title Act*.

(8) Neither the building inspector nor the municipality is liable for damage of any kind for the doing of anything, or the failure to do anything, under this section or section 58 that would have, but for this subsection, constituted a breach of duty to any person.

(9) The authority under this section is in addition to any other action that a building inspector is authorized to take in respect of a matter referred to in subsection (1).

Cancellation of note against title

58 (1) On receiving a report from a building inspector that the condition that gave rise to the filing of the notice under section 57 (3) has been rectified, the corporate officer must file a cancellation notice and, on receiving the notice, the registrar of land titles must cancel the note against the title to which it relates.

(2) An owner of land with respect to which a notice has been filed under section 57 (3), may apply to the council for a resolution that the note be cancelled.

(3) After hearing an applicant under subsection (2), the council may pass a resolution directing the corporate officer to file a cancellation notice.

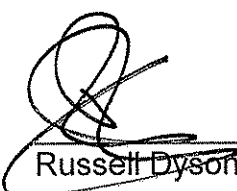
(4) If a resolution has been passed under subsection (3), the corporate officer must file a cancellation notice in the land title office and, on receiving the notice, the registrar of land titles must cancel the note against the title to which it relates.

(5) If the council does not pass a resolution under subsection (3), the owner may apply to the Supreme Court and notify the municipality to attend before the court to show cause why the note should not be cancelled.

(6) On an application under subsection (5), after reviewing any evidence that the owner and the municipality may adduce, the court may make an order directing the registrar to cancel the note made under section 57 (5) and, on receiving the order, the registrar of land titles must cancel the note accordingly.

Prepared by: 
Carla Connolly, MCIP, Planner

Reviewed by: 
Mike Irg, MCIP, Manager of Planning and Development

Reviewed by: 
Russell Dyson, Chief Administrative Officer

REGIONAL DISTRICT OF ALBERNI CLAYOQUOT

BYLAW NO. F1091

A BY-LAW TO SET FEES FOR
REMOVING A NOTICE ON TITLE

WHEREAS the *Local Government Act* provides that the Board may by bylaw establish fees and charges for various regional district services;

AND WHEREAS in accordance with Section 363 [imposition of fees and charges] and Section 931 [fees related to applications and inspections] of the *Local Government Act*; the Regional Board wishes to establish fees and charges to reflect cost recovery for services provided;

NOW THEREFORE, the Board of the Regional District Of Alberni-Clayoquot in open meeting assembled enacts as follows:

- 2.1 The fee for the removal of a Notice on Title shall be \$700.
- 2.2 All fees shall be paid to the Manager of Finance of the Regional District or his or her designate.
- 2.3 This Bylaw shall be cited for all purposes as the Notice on Title Fees Bylaw No. 1091.
- 2.4 This bylaw shall come into effect on the date of its final adoption.

READ A FIRST TIME THIS DAY OF, 2011.

READ A SECOND TIME THIS DAY OF, 2011.

READ A THIRD TIME THIS DAY OF, 2011.

ADOPTED THIS DAY OF, 2011.

Chairperson

Chief Administrative Officer



Administrative Memo

To: Board of Directors
From: Don Anderson, Manager of Environmental Services
Meeting Date: January 26, 2011
Subject: West Coast Landfill Operations - RFP

Recommendation:

That the ACRD Board of Directors instruct staff to put out a Request for Proposals for the operations of the West Coast Landfill for a term of 5 years with an option for an additional 5 years.

Background

At the December 10, 2010 Board of Directors Meeting, Directors passed a resolution to enter into a month to month contract with Berry and Vale Contracting Ltd. for the operations of the West Coast Landfill. At the January 12, 2011 Committee-of-the-Whole Meeting the Board directed staff to proceed with this initiative as soon as possible. The timeline for awarding the contract will be forwarded to the Board of Directors after review and recommendations by our solicitors.

Time Requirement – Staff and Elected Officials

Staff time drafting the Request for Proposals. Elected officials will be invited to an on site meeting at the West Coast Landfill.

Financial

The cost will be approximately \$5,000.00, this includes solicitor review, copying, advertising, site meeting with interested contractors and ACRD's engineer, proposal review and recommendation to the Board of Directors.

Policy or Legislative

This process is within the Regional District's Purchasing Policy

Submitted by:

Don Anderson, Manager of Environmental Services

Approved by:

Russell Dyson, CAO

Members: Port Alberni, Ucluelet, Tofino, Electoral Areas

"A" (Bamfield), "B" (Beaufort), "C" (Long Beach), "D" (Sproat Lake), "E" (Beaver Creek) and "F" (Cherry Creek)



MEMORANDUM

TO: The Board of Directors
DATE: January 20, 2011
RE: West Coast Garbage and Recycling contract.

Recommendation:

That the Board of Directors direct staff to put the West Coast garbage and recycling contract out to a request for proposals for a new 5 year term starting April 01, 2011.

IMPLICATIONS OF THE RECOMMENDATION

1. GENERAL

The awarding of a new 5 year contract for garbage and recycling on the West Coast will provide stability for the service and enable the contractor to amortize equipment purchases over a longer period of time.

2. TIME REQUIREMENT - STAFF AND ELECTED OFFICIALS

Staff time to amend the scope of work and terms of the new contract. Some solicitors time to review and make any recommendations prior to tendering.

3. FINANCIAL

Approx. \$1000.00 of solicitors time.

BACKGROUND

1. KEY ISSUES OR CONCEPTS

The contract for the garbage and recycling contract is up March 31, 2011 and some key amendments are required to facilitate a more streamline service.

The recommendation to the Board will be submitted to the February 23,2011 regular Board meeting with service continuing April 01,2011.

2. DESIRED OUTCOMES

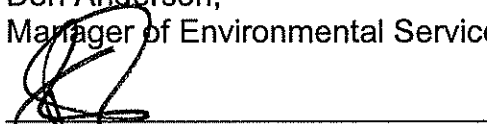
That the Board direct staff to amend the conditions of the contract and go out to Request for Proposals for garbage and recycling on the West Coast.

Submitted by:



Don Anderson,
Manager of Environmental Services

Reviewed by:



Russell Dyson,
Chief Administrative Officer

ALBERNI-CLAYOQUOT REGIONAL DISTRICT
 December 31, 2010
 SUMMARY OF REVENUE AND EXPENDITURES

	2010 Annual Budget	Year-to-Date Actual	Percent of Budget
REVENUE			
Tax requisition	\$3,399,725	\$3,399,725	100.00%
Parcel and frontage taxes	627,496	627,856	100.06%
Value added taxes	100,000	80,551	80.55%
Grants in lieu of taxes	28,750	132,236	459.95%
Services provided to other governments	57,000	83,349	146.23%
Sale of services	2,851,235	2,997,850	105.14%
Office rent		47,335	
Other revenue from own sources	187,811	221,480	117.93%
Transfers from other governments			
Unconditional	120,000	173,353	144.46%
Conditional	750,488	954,368	127.17%
Surplus (deficit) from prior years	1,480,883	1,480,885	100.00%
Committed surplus from prior year	1,202,455	1,202,455	100.00%
	10,805,843	11,401,442	105.51%
Transfers from Municipalities for Municipal Finance Authority	\$553,513	514,039	92.87%
Total Revenue	\$11,359,356	\$11,915,481	104.90%

ALBERNI-CLAYOQUOT REGIONAL DISTRICT
 December 31, 2010
 SUMMARY OF REVENUE AND EXPENDITURES (CONTINUED)

	2010 Annual Budget	Year-to-Date Actual	Percent of Budget
EXPENDITURES			
General Government Services	\$905,817	\$667,713	73.71%
Electoral Area Administration	1785915	78841	4.41%
Fire Protection			
Bamfield Fire Department	102,481	114,201	111.44%
Beaver Creek Fire Department	230,765	230,000	99.67%
South Long Beach Fire Protection	14,100	14,100	100.00%
Sproat Lake Fire Department	283,408	283,408	100.00%
Grandville Road Fire Protection	800	800	100.00%
Franklin Road Fire Protection	2,322	2,600	111.97%
Mountain Ranch Road Fire Protection	2,300	2,275	98.91%
E 9-1-1 Telephone System	260,185	266,652	102.49%
Salmon Beach Security	65,050	64,878	99.74%
Building Inspection	226,993	235,085	103.56%
Emergency Planning-Alberni Valley	80,000	97,719	122.15%
Emergency Planning-West Coast	10,800	9,441	87.42%
Noise Control-Beaver Creek	1,900	1,000	52.63%
Noise Control- Cherry Creek	2,000	1,000	50.00%
Noise Control-Sproat Lake	2,000	1,000	50.00%
Animal Control- Beaver Creek	3,000	100	3.33%
Animal Control-Sproat Lake	3,000	100	3.33%
South Long Beach Street Lighting	675	659	97.60%
Arvay Road Street Lighting	1,000	1,021	102.14%
Custom Transit	424,076	369,302	87.08%
Alberni Valley Airport	232,075	238,249	102.66%
Tofino/Ucluelet Airport	451,000	369,900	82.02%
Salmon Beach Transportation	133,798	135,251	101.09%
Alberni Valley Landfill and Bamfield	2,407,084	2,120,697	88.10%
West Coast Landfill	964,173	765,493	79.39%
Salmon Beach Garbage Collection	18,007	17,204	95.54%
Bamfield Water System	159,740	134,553	84.23%
Millstream Water System	31,000	25,856	83.41%
Salmon Beach Water Supply	38,007	43,126	113.47%
Salmon Beach Sewage Disposal	64,658	59,360	91.81%
Land Use Planning			
Management of Development- Rural Area	436,382	305,089	69.91%
Regional Planning Services	129,465	111,259	85.94%
Alberni Valley Tourism Marketing	100,000	81,551	81.55%
Regional Library	333,263	333,263	100.00%
Regional Parks	14,259	2,929	20.54%
Community Parks			
Bamfield Community Park	6,100	6,135	100.57%
Sproat Lake Community Park	160,170	130,697	81.60%
South Long Beach Community Park	7,500		
South Long Beach Bike Path	3,600	3,500	97.22%
Salmon Beach Recreation	32,807	36,147	110.18%
Port Alberni Multi-Purpose Arena			
Port Alberni	238,348	238,348	100.00%
Beaver Creek Electoral Area Contribution	27,083	26,583	98.15%
Cherry Creek Electoral Area Contribution	23,371	22,919	98.07%
Sproat Lake Electoral Area Contribution	33,559	33,059	98.51%
McLean Mill Grant-in-aid	30,000	30,000	100.00%
Sproat Lake Community Association Grant	43,212	40,900	94.65%
Beaver Creek Recreation Grant	21,900	21,900	100.00%
Grants-in-aid(Region Wide)	68,500	63,500	92.70%
Grants-in-Aid(Alberni Valley)	36,000	28,921	80.34%
Grants-in-Aid(Bamfield)	3,000	1,000	33.33%
Grants-in-Aid-Beaver Creek	7,000	5,000	71.43%
Grants-in-Aid-Beaufort	3,000	2,000	66.67%
Grants-in-Aid-Port Alberni			
Grants-in-Aid(Long Beach)	500		
Grants-in-Aid(Sproat Lake)	41,300	31,300	75.79%
Grants-in-Aid(West Coast)	4,551	4,551	100.00%
Grants-in-Aid-Cherry Creek	25,377	24,100	94.97%
Grants-in-Aid-(Economic Development)	26,000	26,000	100.00%
Grants-in-Aid(All but Tofino,Ucluelet, Area C)	2,000	2,000	100.00%
Grants-in-Aid(A.V. Water)	21,555	22,964	106.53%
South Long Beach Community Park			
Salmon Beach Power	17,912	5,865	32.75%
	10,805,843	7,987,197	73.92%
Transfer to Municipal Finance Authority on behalf of Municipalities	553513	538,506	97.29%
Total Expenditures	11,359,356	8,525,703	75.05%

ALBERNI-CLAYOQUOT REGIONAL DISTRICT

BYLAW NO. F1092

**A BYLAW TO PROVIDE FOR THE BORROWING OF
SUCH SUMS OF MONEY AS MAY BE REQUISITE
IN ANTICIPATION OF THE COLLECTION OF
REVENUE FOR THE YEAR 2011**

WHEREAS under the provision of Section 821-1 of the Local Government Act the Regional Board is empowered to borrow such sums of money as may be requisite to meet the current lawful expenditures of the Regional Board;

AND WHEREAS to meet the current lawful expenditures of the Regional District, it is requisite that the Board borrow \$2.0 Million Dollars (\$2,000,000.00).

NOW THEREFORE the Board of the Regional District of Alberni-Clayoquot in open meeting assembled, hereby enacts as follows;

1. It shall be lawful for the Regional Board to borrow upon the credit of the Regional District the sum of \$2.0 Million Dollars in such amount and such time as the same may be required and to pay interest thereon at the rate not exceeding the prime interest rate as charged by the Regional District's Bank from time to time during the currency of the borrowing.
2. All moneys so borrowed and interest payable thereon shall be payable on or before the 31st day of December 2011.
3. The form of obligation or obligations to be given as acknowledgment of liability shall be a Promissory Note or Notes bearing the seal of the Regional District and be signed by the Chairman and Chief Administrative Officer.
4. There is hereby set aside as security for the liability hereby authorized to be incurred, the sum of \$2.0 Million Dollars being part of the tax requisition for the year 2011 deemed by the Regional Board expedient to be so set aside.
5. This Bylaw may be sited as "Temporary Loan Authorization Bylaw No. 1, 2011.

Read a first time this day of January, 2011

Read a second time this day of January, 2011

Read a third time this day of January, 2011

Adopted this day of January, 2011

CHAIRPERSON

CHIEF ADMINISTRATIVE OFFICER



MEMORANDUM

To: Regional Board of Directors
From: Carla Connolly, Planner
Date: January 20, 2011
Subject: Public Hearing Report for Bylaw P1264


The Public Hearing for the above noted bylaw was held on Wednesday, January 19, 2011 at the Regional District office. The meeting was attended by the applicants, the agent for the applicants, and 2 members of the public.


There was discussion regarding the subdivision layout (2 versus 3 lots), the process for subdivision and development variance, as well as the required setback from a watercourse. The agent, as well as staff provided explanation and clarification to the public and applicants.

Applicant's agent presented a written submission, which is attached as Appendix B to the public hearing minutes. No other written submissions were received. Referral agency responses are supportive and/or interests are unaffected by the proposed rezoning. Agency referrals are attached to the public hearing minutes.

Recommendation

That the Board of Directors proceed with 2nd and 3rd reading of Bylaw P1264.

Submitted by: 
Carla Connolly, Planner

Reviewed by: 
Russell Dyson, Chief Administrative Officer

RE10009

ALBERNI-CLAYOQUOT REGIONAL DISTRICT

Minutes of the Public Hearing for Bylaw P1264 held on Wednesday, January 19, 2011 at 7:00pm at the Alberni-Clayoquot Regional District office.

Present: P. Edwards, Director Area "E" Beaver Creek
Staff: M. Irg, C. Connolly
Applicants/Agent: Dianne and Norman Kriwokon, Jim McManus-agent
Members of the Public: 2

1. Meeting called to order at 7:00 pm.
2. The Chairperson (Director P. Edwards) introduced herself and staff representatives Mike Irg and Carla Connolly and asked staff to read the ad for the Public Hearing.
3. C. Connolly read the Public Hearing notice as follows:

A Public Hearing for residents and property owners within Electoral Area "E" will be held in the Board Room at the Regional District of Alberni-Clayoquot Office, 3008 Fifth Avenue, Port Alberni, BC, at 7:00 pm on January 19, 2011 to consider the following bylaw:

Bylaw P1264 to rezone Lot 15, District Lot 20, Alberni District, Plan 921 from Rural (A2) District to Acreage Residential (RA2) District to allow for subdivision.

(Dianne & Norman Kriwokon, Owners and Jim McManus, Agent – 5684 Grandview Road)

All persons who consider their interest in property affected by the proposed bylaw will be given an opportunity to be heard in matters contained in the bylaw.

The Public Hearing for Bylaw P1264 is to be held by Director Patty Edwards, the Alternate Director or the Chairperson of the Regional Board, as a delegate of the Regional Board. A copy of the Board resolution making this delegation is available for public inspection along with copies of the bylaw as set out in this notice.

Interested persons may inspect the bylaws and relevant background documents at the Regional District of Alberni-Clayoquot Office during normal office hours, 8:00 am to 4:30 pm, Monday through Friday, excluding statutory holidays, from January 7, 2011 to January 19, 2011 both inclusive. Any correspondence submitted prior to the Public Hearing should be directed to the undersigned.


Mike Irg, M.C.I.P
Manager of Planning and Development

4. Director Edwards explained that the purpose of the hearing is to hear representations, written and verbal, from any person who believes that their interest in property is affected by the proposal. Director Edwards advised that the Regional Board will receive full minutes of the hearing before voting on the bylaw. If the hearing is contentious, it will be recorded and a verbatim transcript will be produced. If it is not, staff will take written minutes that summarize the issues raised. Director Edwards asked staff to read out any written submissions received prior to the hearing and any correspondence received ahead of time from the public.
5. C. Connolly There are no written submissions, referral agency responses will be attached as (Appendix A).
6. Director Edwards called on the applicant's agent to explain their proposal.
7. J. McManus read out his written submission (attached as Appendix B).
8. N. Fudge asked how the lots would be configured?
9. J. McManus explained that the owners want a two lot subdivision. For a 3 lot subdivision, a variance would be required if lot width did not meet the zoning bylaw requirements.
10. R. Mooney asked if there was a variance for the creek.
11. J. McManus stated that a variance from the creek is only required if a building is going to be built within 100 feet of the creek.
12. N. Fudge asked if there was a fisheries assessment?
13. M. Irg yes we received a report from a biologist (attached as Appendix C).
14. C. Connolly explained the difference between a development variance and a subdivision.
15. N. Fudge asked if 3 lots would automatically be allowed after the rezoning.
16. C. Connolly explained the owners would have to apply for subdivision and explained the process.
17. J. McManus stated he is concerned the rezoning application was becoming a subdivision issue but went on to explain that the proposed zoning would allow up to 3 lots and the Ministry of transportation and Infrastructure is the approving officer.
18. Director Edwards emphasized that the purpose of the public hearing is to listen to what the residents have to say.
19. R. Mooney asked how the process works.
20. M. Irg explained the rezoning, subdivision and development variance process.
21. Director Edwards asked if the public or applicants have any further comments.
22. N. Kriwokon stated that they have decided on a 2 lot subdivision.
23. N. Fudge asked how 3 lots could be created.
24. J. McManus reviewed the subdivision layout options.

25. Director Edwards stressed that the Regional Board cannot receive any new information between the end of the hearing and making a decision on the bylaw. If any Board member does so, this invalidates the hearing and means that it will have to be held again.
26. Director Edwards called for the first time for any further representations on the bylaw. Director Edwards called for the second time for any further representations on the bylaw. Director Edwards called for the third time for any further representations on the bylaw.
27. After hearing no further comments, Director Edwards declared the hearing terminated at 7:36pm.

Certified Correct:

P. Edwards
Director for Area "E" Beaver Creek



M. Irg
Manager of Planning and Development

APPENDIX A

McManus Development Planning Inc.
9535 Faber Road
Port Alberni, B.C., V9Y 9C5

Email: jmcmamus@shaw.ca
Phone: 250.724.5108

PRESENTATION TO PUBLIC HEARING: BYLAW P1264:

JANUARY 19TH, 2011, A.-C.R.D. BOARDROOM:

KRIWOKON PROPOSAL: GRANDVIEW ROAD:

- A. As noted, this property is currently +/- 3.2 acres in area, predominantly cleared and under "A2" zoning while "tagged" at + 0.5 acre density in O.C.P. Bylaw P1027. We are to all intents and purposes rezoning the property to 1 acre density as a prelude to subdivision, potentially, in to 2 or 3 lots;
- B. This proposal, as it stands, is not at variance with any planning policy in place for the area is, indeed, consistent with densities within the locale and, is supported by Staff technically (with caveats!), as well as the B.C. A.P.C.;
- C. The proposal is however quite challenging in terms of creek, creek location and protection requirements and sewage disposal elements + access requirements;
- D. RA-2 carries a 1.0 acre density, 120 ft. width and setbacks of 40 ft. front/30 ft. rear/15 ft. side. Question is which "existing bldgs" need adjusted? (This refers to first item under "comments of Staff Report");
- E. With regard to other comments made in Staff report on the creek "setback" issue (this is under Sect. 6.2 of Bylaw 15), I note that;
 1. The 100' setback from creek applies regardless of zone! i.e. "RA1" or "RA2" district;
 2. This setback is primarily geared to flood protection – not bio assessment!! solely;
 3. 300m to south (Otter Place) is developed with a 10 lot S/D under "R4" low density semi rural district with 12,500 square feet min lot size. Existing

covenant on that site, initiated by D.F.O. specifies 15m (50 feet) setbacks as being more than adequate for bio purposes + this lot is at a slightly lower elevation!!

4. Such 15m setback is consistent with other properties north on Grandview;
5. "Pre judging" a possible variance is not S.O.P. and should not be occurring;

F. Continuing from a "Staff report perspective" I also note that;

1. Demonstrating "sewage disposal requirements can be met" is not a responsibility vested in the A.-C.R.D. Secondly, that is a specific issue that is vested in the separate subdivision approval process{ under VIHA jurisdiction} not the use/density "rezoning" process (The focus of tonight's hearing is actually a density change from 2 acre density to one (1) acre);

2. We have, concurrently, applied for a variance to reduce the bylaw 15 setback requirements (Sect. 6.2) from 100' to partly 50 ft. and 25 ft. recognizing the established planning principle of maximization of land use;

3. To that end, I note and agree that;


a) A 3 lot configuration would be the maximum density we would be anticipating here;

b) Based on bio assessment, a reduction of setback from creek to part 50 feet and part 25 feet is sensible, pragmatic and achievable with no negative environmental impacts as a consequence occurring;

G. In summary, this proposal makes sense, is supportable, has no public aspect downsides, is consistent and applicable to the area and locale. In the same vane, maximum density achievable here is 3 lots which is neither inconsistent with the neighbourhood nor regarded as over- intensive development.

● Page 3

Respectfully Submitted



J. McManus

APPENDIX B

ALBERNI-CLATOQUOT REGIONAL DISTRICT

3008 Fifth Avenue

Port Alberni, BC V9Y 2E3

Phone: (250) 720-2700 Fax: (250) 723-1327



BYLAW RESPONSE SUMMARY

BYLAW NO.: P1264 ACRD FILE NO.: RE10009

APPLICANT NAME: Dianne & Norm Kriwokon ACRD CONTACT: Alex Dyer

Date of Referral: November 03, 2010

Approval Recommended for Reasons
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to
Conditions Below

Approval NOT Recommended Due to
Reasons Outlined Below

lot coverage doesn't exceed building + Accessory
buildings in o/b or Setbacks on Existing Property.
- Road access from Gordon or Grandview??
- Ensure that all current building comply with
size and height.

Agency (Please Print):

A.C.R.D. Building Inspector

Name (Please Print):

Rob Gaudreau

Title:

Building Inspector

Signature:

Date:

Nov 3/2010



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

3008 Fifth Avenue

Port Alberni, BC V9Y 2E3

Phone: (250) 720-2700 Fax: (250) 723-1327

BYLAW RESPONSE SUMMARY

BYLAW NO.: P1264 ACRD FILE NO.: RE10009

APPLICANT NAME: Dianne & Norm Kriwokon ACRD CONTACT: Alex Dyer

Date of Referral: November 03, 2010



Approval Recommended for Reasons Outlined Below



Interests Unaffected by Bylaw



Approval Recommended Subject to Conditions Below



Approval NOT Recommended Due to Reasons Outlined Below

I will see this potential subdivision to ensure compliance with VIHA's Subdivision Standards through the referral process with the Ministry of Transportation + Infrastructure

Thank You

Glenn J. Gibson

Agency (Please Print):

VIHA

Name (Please Print):

Glenn J. Gibson

Title:


EHO

Signature:

Glenn J. Gibson

Date:

Nov 9/10

	<p>ALBERNI-CLAYOQUOT REGIONAL DISTRICT 3008 Fifth Avenue Port Alberni, BC V9Y 2E3 Phone: (250) 720-2700 Fax: (250) 723-1327</p>
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BYLAW RESPONSE SUMMARY

BYLAW NO.: P1264 ACRD FILE NO.: RE10009

APPLICANT NAME: Dianne & Norm Kriwokon ACRD CONTACT: Alex Dyer

Date of Referral: November 03, 2010

Approval Recommended for Reasons
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to
Conditions Below

Approval NOT Recommended Due to
Reasons Outlined Below

Agency (Please Print): SD70

Name (Please Print): Jerry Linkins Title: S-T

Signature: *Jerry Linkins* Date: Nov 12/10



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

3008 Fifth Avenue

Port Alberni, BC V9Y 2E3

Phone: (250) 720-2700 Fax: (250) 723-1327

BYLAW RESPONSE SUMMARY

BYLAW NO.: P1264 ACRD FILE NO.: RE10009

APPLICANT NAME: Dianne & Norm Krlwokon ACRD CONTACT: Alex Dyer

Date of Referral: November 03, 2010

Approval Recommended for Reasons
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to
Conditions Below

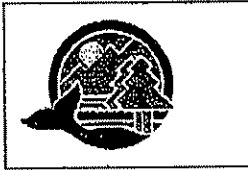
Approval NOT Recommended Due to
Reasons Outlined Below

SUBJECT TO COMPLYING WITH BCID
BYLAWS, WATER SPEC & SUBDIVISION
APPLICATION FEE OF \$1500.00

Agency (Please Print): BEAVER CREEK IMP. DIST.

Name (Please Print): JANICE KLEIN Title: CFAD

Signature: [Handwritten Signature] Date: Nov 16/10



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

3008 Fifth Avenue

Port Alberni, BC V9Y 2E3

Phone: (250) 720-2700 Fax: (250) 723-1327

BYLAW RESPONSE SUMMARY

BYLAW NO.: P1264 ACRD FILE NO.: RE10009

APPLICANT NAME: Dianne & Norm Kriwokon ACRD CONTACT: Alex Dyer
Date of Referral: November 03, 2010

Approval Recommended for Reasons Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to Conditions Below

Approval NOT Recommended Due to Reasons Outlined Below

Based on the location, size and type of activities outlined in the proposed development, Tseshaht do not have any known concerns that need to be addressed. However, in the event that the nature and scope of the proposed development changes additional review and consultation will be required. Or, if previously unidentified cultural heritage resources/archaeological sites are found during development, our office should be contacted immediately.

Agency (Please Print):

Tseshaht

Name (Please Print):

Darrell Rice

Title:

Reserve Planning

Signature:

[Handwritten Signature]

Date:

Nov 7, 2010

	ALBERNI-CLAYOQUOT REGIONAL DISTRICT 3008 Fifth Avenue Port Alberni, BC V9Y 2E3 Phone: (250) 720-2700 Fax: (250) 723-1327
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BYLAW RESPONSE SUMMARY

BYLAW NO.: P1264 ACRD FILE NO.: RE10009

APPLICANT NAME: Dianne & Norm Kriwokon ACRD CONTACT: Alex Dyer
Date of Referral: November 03, 2010

Approval Recommended for Reasons Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to Conditions Below

Approval NOT Recommended Due to Reasons Outlined Below

- Not to be construed as a subdivision approval;
- All buildings or structures are to meet or exceed the minimum 4.5m setback limitations from the boundary of Pacific Rim Highway specified by B.C. Regulation 513/04;
- 10 meters of public road dedication along the west boundary of the subject property will be required for access to lands beyond, pursuant to Section 75(1)(a) of the Land Title Act;
- A 6 meter corner cut will be required at the corner of Gordon Avenue and Grandview Road.

ALBERNI-CLAYOQUOT REGIONAL DISTRICT
 NOV 24 2010
RECEIVED

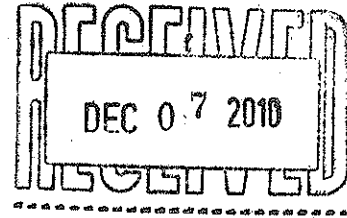
Agency (Please Print): MINISTRY of TRANSPORTATION & INFRASTRUCTURE

Name (Please Print): TIM SILBERNAGEL Title: D.A. TECH

Signature: Date: NOV. 22, 2010



The Best Place on Earth



December 3, 2010

Your File: RE10009, Bylaw P1264
Our File: 58000-35/RD01
CLIFF-ERS: 93620

Alex Dyer
Junior Planner / Bylaw Enforcement Officer
Alberni-Clayoquot Regional District
3008 Fifth Ave
Port Alberni BC V9Y 2E3

Dear Alex Dyer:

Re: Interagency Referrals

The interagency referral, noted in your attached cover letter, has been received by this office for review and comment. Please note that we are no longer reviewing site specific referrals, as the ministry's *Develop With Care: Environmental Guidelines for Urban and Rural Development in British Columbia, March 2006* document is expected to address most development related questions. In particular, we recommend that you review Sections 2 and 3 of the document, which is available at: [http://www.env.gov.bc.ca/wld/documents/bmp/devwithcare2006/develop with care intro.html](http://www.env.gov.bc.ca/wld/documents/bmp/devwithcare2006/develop_with_care_intro.html). These sections focus on environmentally sound solutions at the community and site development level. Appendix B provides separate checklists for local government review and site level design to help focus your proposal review. Section 4 provides recommendations relative to environmentally valuable resources.

The *Develop With Care* document reflects the ministry's typical recommendations regarding various aspects of land development and land use designation and has undergone extensive peer and stakeholder review. Although *Develop With Care* does include some regulatory information, much of this document represents our recommendations intended to minimize the negative impacts of expanding urban and rural development on the landscape and on biological resource values, while creating more liveable communities.

.../2

Ministry of
Environment

West Coast Region
Environmental Stewardship Division

Mailing Address:
2080A Labieux Rd
Nanaimo BC V9T 6J9

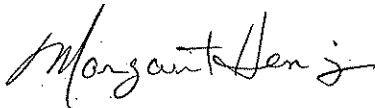
Telephone: 250 751-3100
Facsimile: 250 751-3208
Website: www.gov.bc.ca/env

We also recommend that you consider how the proposal may apply the innovative approaches to stormwater management that have been identified in the BC Stormwater Guide found at <http://www/env.gov.bc.ca/epd/epdpa/mpp/stormwater/stormwater.html>.

Although the Ecosystem Section, Environmental Stewardship Division in Nanaimo will not be commenting on environmental sensitivities that may be affected by this proposal, we will retain a copy of your referral for future monitoring purposes.

We would be happy to provide your agency with comments on your community plans, bylaws, major zoning amendments and major developments due to the significant role that these higher level planning processes and developments have on species occurrence and ecological function over time.

Yours truly,



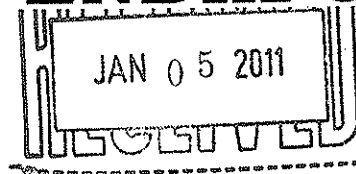
M.E. Henigman
Urban Ecosystems Biologist
Environmental Stewardship Division
West Coast Region

Enclosures

APPENDIX C

D. R. Clough Consulting

Fisheries Resource Consultants
6966 Leland Road Lantzville B.C. V0R 2H0
Ph/fax: 1-250-390-2901, email: drclough@shaw.ca



December 21, 2010

Jim McManus, Principal
McManus Development Planning LTD
9535 Faber Road, Port Alberni, B.C., V9Y 9C5
Phone: 250-724-5108 Fax: 250-724-5101

RE: Riparian Assessment of Greig Creek at 5684 Grandview Road;

Lot 15, District Lot 20, Alberni District, Plan 921
(5684 Grandview Road, Port Alberni B.C. – Norm & Dianne Kriwokon)
PID 002-077-141

Introduction

A Riparian Assessment was undertaken to determine the setbacks of drainages on the property which the applicant is seeking subdivision. The objective was to determine the setbacks with respect to a variance from Section 6.2(4a) of bylaw 15 on Greig Creek. The present bylaw identifies a 100foot setback. The applicant has applied for a 50-foot setback. This survey looks at the validity of this change.

Methods

Dave Clough, RP Bio assessed the channel for fish habitat characteristics including; fish species, LWD frequency, bank full width, and riparian vegetation type and depth. Field measures were taken on November 9, 2010. A review of fisheries regulations with regard to setback was analyzed. The Alberni Clayoquot Regional District use existing bylaws (Section 6.2(4a) of bylaw 15) and send referrals to DFO habitat for the determination of creek riparian zones. The Riparian Area Regulation¹ has not been implemented in the ACRD.

Results

Greig Creek Fish Habitat Overview.

Greig Creek is primarily a Coho Salmon/Cutthroat Trout stream². Other fish species such as Prickly Sculpin, Three-Spine Stickleback and Pumpkinseed³ are also known to inhabit the stream but are generally found in the lower reaches. It is approximately 3.5 km in length beginning in isolated wetlands above Kitsucksis Road and ending at the tidal Tsunami Gate Valves at Kitsucksis Creek dyke. Fish access ends at a barrier at the rail line approximately 1.5 km above the property. Adult Coho were observed spawning on the property during the November survey.

Kriwokon Property Description

The drainage survey is located on the west side of the property with Greig Creek flowing north to south near the property line. The property is rural with a long pasture/grass area to the principal residence on the east side of the property. There are three reaches to consider on the subject property. Reach 1 is the mainstem Greig Creek from the lower property border to upstream past the footbridge to the tributary confluence. Reach 2 is the mainstem is slightly smaller above tributary 1 to Gordon Avenue. The third reach is Tributary 1, which runs at a shallow angle east of the mainstem. Each reach has its Fish Habitat and Riparian canopy described.

¹ Riparian Areas Regulation, Assessment Methods, Version 3.3, April 2006

² Greig Creek Habitat Restoration Project, Salmon Enhancement Program DFO files, May 1994

³ Fish Removal results at Compton Avenue, D.R. Clough Consulting, Aug. 2010.

1.) Mainstem Reach 1:

This reach is approximately 55m long and drains south along the entire width of the west side of the subject property. It is a coho/cutthroat rearing and spawning area and the migration corridor to another 1.5 km of upstream habitat. The instream fish habitat has been altered by historic logging and farming. All instream logs have been removed. The channel has head cutting of alluvial gravels down to hardpan clay in sections resulting in a confined channel. The scour pools are relatively deep and remain perennially wetted due to the hardpan bottom but instream cover habitat is poor due to the lack of logs. The 1.0-1.3m deep banks are relatively stable with hardpan sides with a cap of tree roots to the high water line.

Summer water flow is reduced to a trickle and fish are isolated in the perennial pools. Areas above Gordon Avenue have been fry salvaged in past as fish migrating downstream are trapped by the elevated and dry culverts between reaches. Coho spawners were observed on the day of the survey using the area from the footbridge to the road culvert pool. Adult and juvenile Coho have been observed at the Gordon Rd culvert pool on the corner of the property every year for the last 15 years

Greig Creek Reach 1: south fence line upstream to Tributary 1

Average Channel Width (m)	2.4	Wetted Width (m)	2.3	Stream Gradient (%)	3			
Water Temperature	8.0	Est. Flow (lpm)	500	Fish Access/Presence	Y			
Survey Date	Nov 9/10	Bank Full Stage (%)	50	Riparian Width	LB	9	RB	16
Substrate (% & Type)	20% Hardpan, 40% Gravel, 40% Fines							
Canopy (% & Type)	75% - Douglas Fir, Maple, Ninebark							
Instream Cover (% & Type)	5% Undercuts							

The Reach 1 riparian zone on the right bank is an average of 16m deep. It consists of second growth Douglas Fir that is 15 to 30m in height offering shade from the south and west side. The secondary plants are Grand Fir, several Broadleaf Maple trees and a thicket of Willow and Pacific Ninebark. Beyond the treed area is an unused pasture with grasses and Broom. The left bank riparian zone is an average of 9m deep and is composed of Douglas Fir over sparse shrubbery consisting mostly of Bracken Fern and tall grass. An unused pasture is adjacent the left bank. There was no evidence of blow down trees to indicate a weakness of the riparian stand.

2.) Mainstem Reach 2:

Reach 2 goes from the Tributary 1 upstream approximately 45m to the Gordon Avenue culvert. The 0.5 to 1.0m banks had hardpan sides with tree roots offering cover for fish. It had two spawning locations being used by Coho. The culvert at Gordon Avenue is a 0.9m diameter corrugated metal pipe. This pipe is undersized. The water erosion from the pipe discharge created a scour hole 1.5m deep but the 0.5m jump up to the culvert impairs fish access. Low flow in summer results in two or three pools in the reach.

Greig Creek Reach 2

Average Channel Width (m)	2.2	Wetted Width (m)	2.1	Stream Gradient (%)	3			
Water Temperature	8.0	Est. Flow (lpm)	500	Fish Access/Presence	Y			
Survey Date	Nov 9/10	Bank Full Stage (%)	50	Riparian Width	LB	45	RB	10
Substrate (% & Type)	20% Hardpan, 40% Gravel, 40% Fines							
Canopy (% & Type)	75% Douglas Fir, Maple, Willow Cedar, Hemlock							
Instream Cover (% & Type)	5% Undercuts							

The riparian canopy of Reach 2 is younger and shorter. The western (right) stream bank consists mostly of second growth Douglas Fir and Wild Cherry 10 to 15m height, and is approximately 10m deep. The eastern (Left) riparian area is isolated by Tributary 1 in a polygon. It has a dense low (mean height 5m) thicket of Wild Cherry, Cascara and Red Osier Dogwood, Salmonberry and Sword fern. This side has a triangular shape from 10 to 75m wide with an average of 45m.

In summary: Reaches 1 and 2 are mainstem portions of Greig Creek that provide year round fish habitat and require maintenance of a fully functional riparian area throughout.

3.) Tributary 1

On Property: This reach is approximately 45m long from the mainstem confluence to the Gordon Avenue culvert. The channel cuts across the property at a sharp angle and isolates a vegetated patch of deciduous shrubbery and trees between it and the mainstem. An adult Coho sought refuge in the channel while it was surveyed but no redds were observed and none likely. It offers fish winter feeding access for fry with no spawning habitat observed. The channel has a 5% gradient. The substrate is primarily hardpan in fast flowing areas and fine sediment (mud & leaf litter) in the slower areas. There are many small debris jams and drops in the channel.

Tributary 1: Reach 1; From Greig Creek Upstream to Gordon Road.

Average Channel Width (m)	1.3	Wetted Width (m)	1.2	Stream Gradient (%)				5
Water Temperature	8.0	Est. Flow (lpm)	150	Fish Access/Presence				Y
Survey Date	Nov 9/10	Bank Full Stage (%)	50	Riparian Width	LB	7.5	RB	45
Substrate (% & Type)	70% Hardpan, 10% Gravel, 20% Fines							
Canopy (% & Type)	95% Wild Cherry, Red Alder, Red Osier Dogwood, Salmonberry							
Instream Cover (% & Type)	5% SWD							

The existing riparian vegetation of the right (west) bank of the tributary is triangular shaped and 10-75m wide with an average of 45m. It overlaps the riparian zone shared with Greig Creek Reach 2 mainstem.

The left (west) bank vegetation is adjacent a mowed grass field with a fairly uniform 7.5m average depth. The canopy over the tributary is a dense species mix of Wild Cherry, Red Alder, Red Osier Dogwood, as well as Pacific Ninebark, Salmonberry, Snowberry and Sword Fern. The existing Riparian zone protects the 1.3m wide channel from direct sunlight in summer. The canopy is almost completely closed protecting the wetted areas from heat and evaporation. The roots are stabilizing the banks and the leaf litter is providing important food supply to aquatic insects in the tributary and mainstem Greig Creek.

Above Property: The culvert at Gordon Road (0.9m) is flat and fish accessible but above Grandview Road the channel is inhospitable. Upstream is a shallow grass filled channel which leads to ditches and swales created for drainage runoff of residential lots. There is a culvert approximately 200m upstream through four lots at Grandview Road leading from road ditches and the railway. The author was involved in fry salvage of Coho in the upper reaches of Greig Creek and tributary 1. In 1995 fry were salvaged in the lower areas of the ditch when it was more freshly dug and had more depth. This Tributary appears to be a manmade channel installed when Gordon and Grandview Road were built along with the residential lots. The perimeter drains of the properties have resulted in runoff directed down this channel. Below Gordon Avenue the water catchment is sufficient to maintain at least seasonal pools for fish to inhabit safely with easy access to perennial pools in Greig Creek as water recedes. Upstream of Gordon Avenue fish may have high water access but it is not desirable habitat; as they will be trapped if water drops, its substrate and flow appeared to offer no spawning habitat and its lack of pools/aquatic vegetation/insects offered virtually no rearing habitat. Residential waste is treated with septic fields that are likely leaking high nutrient loads into these channels. This may explain why the channel is heavily vegetated above Gordon Avenue.

In summary: Tributary 1 is likely a ditched channel formed by historical development of Gordon and Grandview roads and subdivisions to manage drainage. The entire catchment is not likely the historic drainage route. Fish occupy and use the lower 45m length on the property. It has a well-developed riparian shrubbery and deciduous tree coverage. The 7.5m average width of the riparian is functional and providing the necessary protection to this narrow altered channel. This 7.5 m riparian width on the east (left) bank should be adequate for the fish utilization requirements of this altered channel. The right (west) bank benefits from the overlap of Reach 2 riparian zone (15m), 7.5 m drip zone and its own 7.5m requirement. The result is a larger riparian area (30m) as a result of the undevelopable area of land in the narrow margin between Riparian setbacks that varies from 0m near the confluence to 40m at the Gordon Road edge. Upstream of the property above the culvert the channel is not suitable for fish.

Discussion

The Department of Fisheries and Oceans (DFO) recommend their Land Development Guidelines for non-RAR developments^{4, 5}. The Leave Strip guideline for a fish stream such as Greig Creek is shown below.

Land Development Guidelines

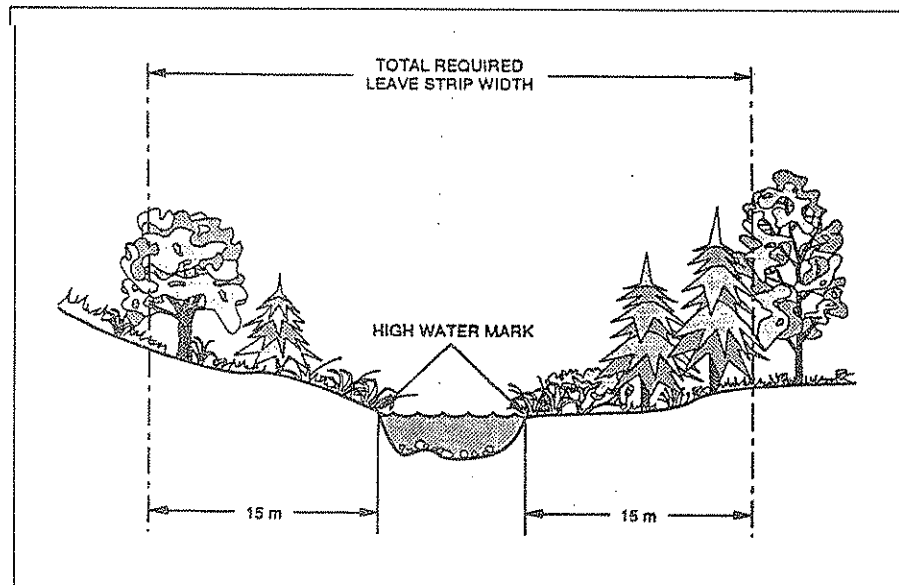
Leave Strip Widths

Minimum leave strip widths for riparian zone protection can be established with these guidelines. The stream high water mark must first be determined, usually the water level reached during the mean annual flood event or top of the stream bank, and the widths specified are then measured from that high water mark. They are measured perpendicular to and away from the stream bank, for the distance specified, on both sides of the stream. **These are suggested minimum widths and may be altered by DFO/MOELP staff to suit onsite conditions. DFO or MOELP should be contacted if there is any difficulty in determining the existing high water mark, or required leave strip width for a certain watercourse or development.** In many cases, the leave strip may have to be widened to protect critical fish habitat within the FSZ. Many regional and municipal authorities have specific zoning and set-back requirements for flood protection, parks, community planning, etc. They will take precedence if they exceed the minimum requirements of these guidelines.

Watercourse with well defined high water mark in a Residential/Low Density Area

The minimum leave strip width on each side of the watercourse should be 15 meters from the high water mark.

Figure 2.3 Minimum Leave Strip for a Well-defined High Water Mark in a Residential/Low Density Area



The Land Development Guidelines require a minimum 15m leave strip for residential areas on either side of the creek High Water Mark.

⁴ Establishing Fisheries Management and Reserve Zones in Settlement Areas of Coastal B.C
Canadian Fisheries Manuscript Report of Fisheries and Aquatic Sciences N. 2351, 1997

⁵ Land development Guidelines for Protection of Aquatic Habitat, DFO & BC Environment,

SUBJECT PROPERTY CONDITIONS

As shown above; the DFO establish a 15m riparian setback for shade, nutrient input and woody debris Input. A development that reduces this width may be found to commit a harmful alteration, disruption or destruction (HADD) which can lead charges under Section 35 (2) of the Fisheries Act. Below are setback recommendations based on the Guidelines and site conditions in text and in Table 1.

Drip/Root Zone Setback: The 15m riparian area does not include an additional area of building exclusion for drip line and root protection of trees. Riparian zones require the drip zone protection of usually half the setback area (7.5m) from permanent building footprint to protect tree roots to the outer margin. This also protects housing from vegetation damage. The drip zone setback is required along the mainstem of Reach 1 and 2 due to the Douglas Fir that are established on that site. Tributary 1 is dominated by much shorter deciduous trees and shrubs and additional drip zone setbacks should not be required. The drip zone may have lawns, gardens, permeable driveways, non-permanent sheds. Avoid any activity that could kill or damage the riparian zone vegetation.

Recommendations:

Greig Creek - Reach 1 Setbacks: Located from the property line upstream to the Tributary 1 confluence. The river-right (west) riparian bank of Greig Creek in Reach 1 begins from a confined channel stepping up to a flat bench that is not part of the active floodplain. The vegetation is dominated by Douglas Fir. Others plants include Grand Fir, Broadleaf Maple, Wild Cherry, Red Alder with understory shrubs of Salmonberry, Pacific Ninebark, and Cascara. The existing riparian width average is 15m. The recommended riparian setback is 15m with an additional 7.5m drip zone. (Note this side is next to the property boundary and road easement such that further development of remainder areas on this side is unlikely and the result will be additional riparian area.)

The river left (east) side of the stream has an existing 9m width for the mostly Douglas Fir zone. These large trees require a minimum 15m riparian zone as well as 7.5m drip zone.

Greig Creek Reach 2 Setbacks -East Side Setback; Located from Tributary 1 confluence upstream to Gordon Road. The river right (west) bank has an existing average riparian zone of 10m. This Douglas Fir area requires the minimum DFO guideline of 15m riparian width for maintaining this vegetation. The 7.5m drip zone protection is required as well.

The reach 2 river left (east) riparian area is between Greig Creek and Tributary 1. This 10-75m wide area has primarily deciduous trees. A 15m riparian reserve and 7.5m drip zone will provide room for plant succession towards coniferous trees needed for Greig Creek mainstem. Over time as the trees grow they will provide; root and wood debris for instream fish cover, bank stability, shade and nutrient input.

Tributary 1 Setbacks: This small altered channel is seasonally used by fish. It is completely canopied by the existing average vegetation depth of 7.5m on the left bank. The right (west) bank is shared by Reach 2 of Greig Creek and is a dense thicket of Cherry, Ninebark and Red osier Dogwood. Allowing a 7.5m riparian on the left bank will effectively protect this altered fish ditch. The right (west) bank requires a 7.5 m reserve but also benefits from the overlapping riparian protection area and drip zone of Greig Creek reach 2.

Table 1- Kriwokon Property – Greig Creek, Riparian Assessment Summary Table.

Reach	Channel Width	Existing Riparian Width	Recommended Riparian Setback	Recommended Drip Zone Setback
1- East (LB)	2.4	9	15	7.5
1-West (RB)	2.4	16	15	7.5
2-East (LB)	2.2	45*	45	7.5
2-West (RB)	2.2	10	15	7.5
Trib 1-East (LB)	1.3	7.5	7.5	0
Trib 1-West (LB)	1.3	45	45	0

Riparian Protection Plan: The setbacks for the riparian area Leave Strips and Drip Zone should be marked in the field prior to any development. Concurrent with development is a recommended planting plan for deficient areas within the 15m reserve. A biologist or Arborist can determine the species. All should be native species. They should be selected for infilling deficient areas. Fencing of the riparian area or signage identifying it as a protected area of "no disturbance" must be done (there are readily available Riparian Area signage examples). The parcel of land between the drainages is physically un-developable given the riparian reserves, this land may be best used as parkland.

Sediment Management and Environmental Protection Plan: The development and clearing of land can create sediment and damage the riparian zone. This can be avoided by establishing an environmental protection plan that is tailored to the site development. It should identify all the environmentally sensitive areas and address protective measures for them. It should be developed with the contractors and approving agencies. These measures may consist of timing the work in dry weather, flagging the sensitive areas, covering exposed erodible surfaces, installing sediment controls and replanting exposed surfaces. This plan should be developed by a professional biologist, engineer or erosion control specialist.

Sincerely,

A handwritten signature in black ink, appearing to read "Dave Clough". The signature is cursive and somewhat stylized, with a large initial "D" and "C".

Dave Clough, RPBio

Greig Creek November 2010



1.) Greig Ck east bank riparian zone



2.) Confluence of Greig Creek and Trib 1

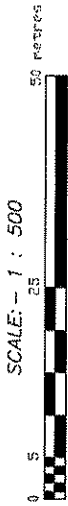


3.) Reach 1 - Douglas Fir area.



4.) Existing riparian along eastern edge of Trib 1

PLAN OF PROPOSED SUBDIVISION OF LOT 15, DISTRICT LOT 20,
ALBERNI DISTRICT, PLAN 921.

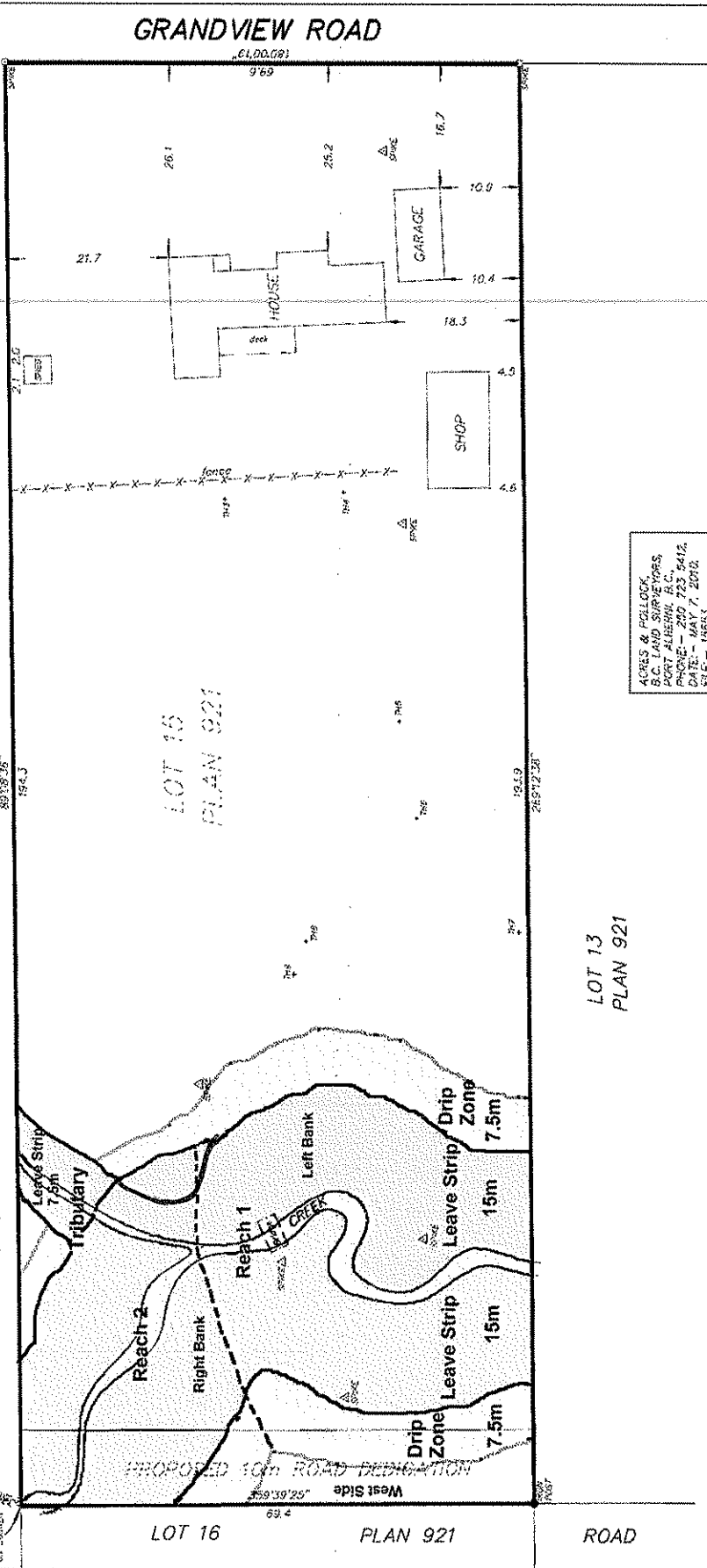


NOTE: - Tr denotes metres.

D.R. Clough Consulting
Greig Creek Leave Strips and Drip Zone
November 2010

2010
MAY 11
MAIL BY
COURT
OFF CORNER

GORDON AVENUE



AGNES M. BULLOCK
P.L.C. AND SURVEYORS,
1007 ALBERNI B.C.
PHONE: - 250 723 5412
DATE: - MAY 7, 2010.
FILE - 19853

LOT 13
PLAN 921

LOT 16

PLAN 921

ROAD

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1264

OFFICIAL ZONING ATLAS AMENDMENT NO. 646

A bylaw of the Regional District of Alberni-Clayoquot to amend By-law No. 15, being the “Regional District of Alberni-Clayoquot Zoning By-law No. 15, 1971”.

WHEREAS the Local Government Act authorizes the Regional Board to amend a zoning bylaw after a public hearing and upon the affirmative vote of the Directors in accordance with Sections 890 and 894 of the Local Government Act;

AND WHEREAS an application has been made to rezone a property;

AND WHEREAS the Board of Directors of the Regional District of Alberni-Clayoquot, in open meeting assembled, enacts the following amendment to the text of the Regional District of Alberni-Clayoquot Zoning By-law No. 15, 1971:

1. TITLE

This bylaw may be cited as the Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw No. P1264.

2. By-law No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by rezoning:

Lot 15, District Lot 20, Alberni District, Plan 921 from Rural (A2) District to Acreage Residential (RA2) District as shown on Schedule “A” which is attached to and forms part of this bylaw.

3. This bylaw shall come into force and take effect upon the adoption thereof.

Read a first time this 27th day of October, 2010

Read a second time this day of , 2010

Read a third time this day of , 2010

Adopted this day of , 2010

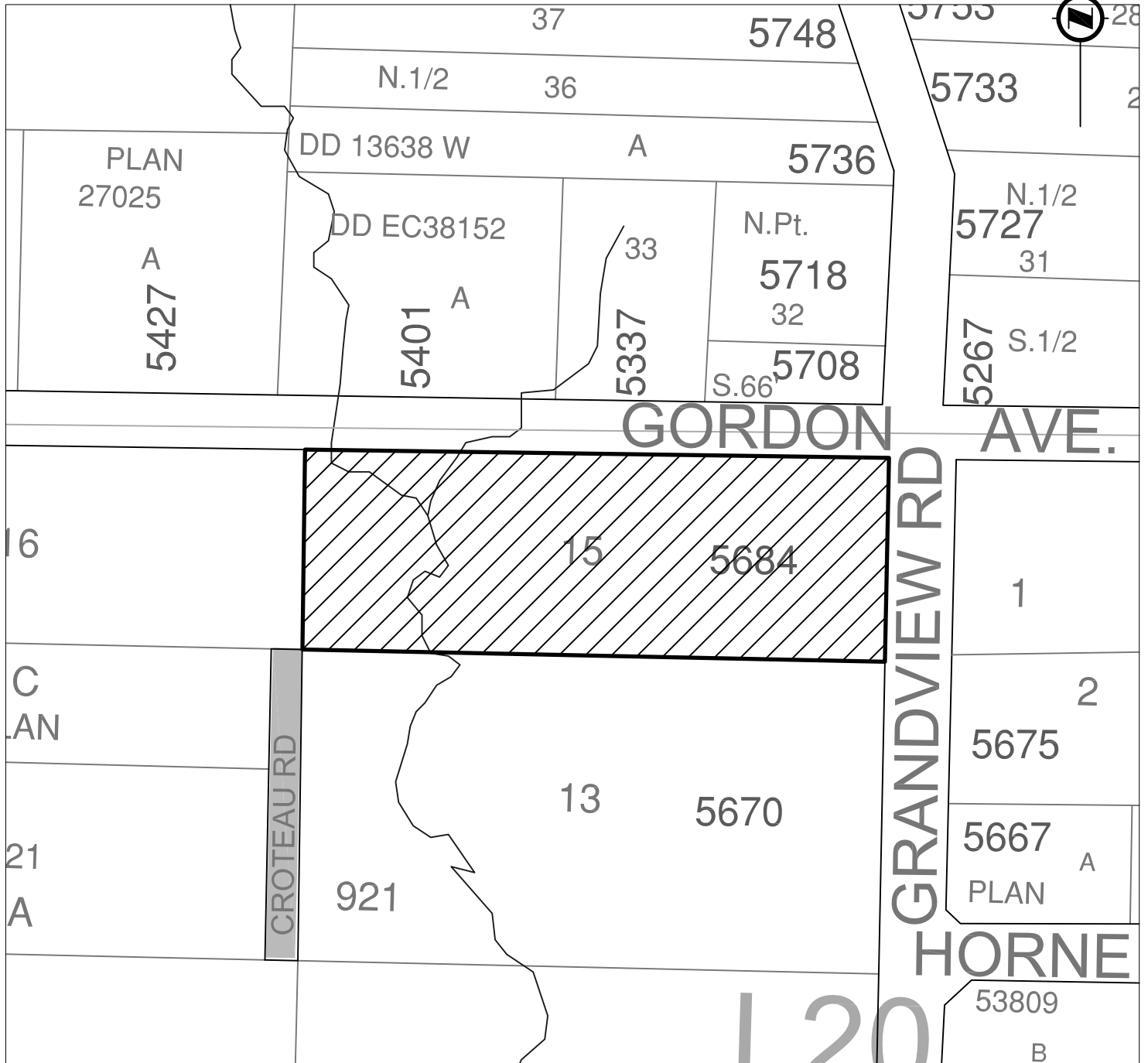
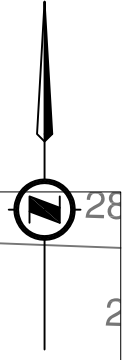
Chairperson

Chief Administrative Officer

RE10009

Schedule 'A'

This schedule is attached to and forms part of Bylaw P1264



Legal Description: Lot 15, District Lot 20, Alberni District, Plan 921



To be rezoned from Rural (A2) District to Acreage Residential (RA2) District.



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT

1:2000





REZONING APPLICATION

Date: December 3, 2010

Regional District File No.: RE10012

Folio No.: 1266.000

Applicants: Laura & Robert Turner

Legal Description: Lot A, District Lot 108, Alberni District, Plan VIP77716

Location: 6435 Fayette Road

Electoral Area: "E" Beaver Creek

Applicant's Intention: To rezone the property with the intent to create two (2) separate lots of 0.489 hectares (1.21 acres) each.

Recommendation: That the Regional Board:

- Receive the staff report;
- Proceed with the first reading of Bylaw No. **P1271** to rezone Lot A, District Lot 108, Alberni District; Plan 77716 from Acreage Residential to Low Density Residential;
- Proceed with first reading of Bylaw No. **P1272** to rezone Lot A, District Lot 108, Alberni District, Plan 77716 from Small Holdings (A1) District to Acreage Residential (RA2) District; and,
- Pass the following resolution: "That the public hearing for Bylaws No. **P1271 & P1272** be delegated to the Director for Electoral Area "E" Beaver Creek, the alternate director, or the Chairperson of the Regional Board.

Observations:

- 1. Property Description:** Subject lot is 0.979 hectares (2.42 acres) in size. A single family dwelling and an accessory structure are located on the property, which is mostly cleared of trees and flat.

RE10012

2. Services:

- (a) **Sewage Disposal:** On-site sewage disposal
- (b) **Water Supply:** Beaver Creek Improvement District
- (c) **Fire Protection:** Beaver Creek Fire Protection
- (d) **Access:** Fayette Road

3. Existing Planning Documents Affecting the Site:

- A. **Agricultural Land Reserve:** Not in ALR.
- B. **Official Community Plan:** Beaver Creek OCP designates the parcel as Acreage Residential (minimum lot size 0.808 hectares – 2 acres).

Proposal does not meet the lot size requirement for the Acreage Residential zone in the OCP. However, section 2.b. states “lot sizes for new subdivision shall consider both the established density of development within the neighbourhood and servicing constraints and should not necessarily develop to the minimum permitted lot size.”

Section 2.j.ii. of the Residential section of the OCP states “The Regional District may consider the creation of new lots with an area less than recommended in the Official Community Plan provided the lot area complies with the density specified under the Zoning Bylaw.”

This property is in close proximity to the City of Port Alberni and is partially serviced by the Beaver Creek Improvement District (water). Subdivision at this location is favourable as it is infill development and will increase the efficiency of services provided.

- C. **Zoning:** The parcel is currently zoned Small Holdings (A1) District and will require a rezoning to Acreage Residential (RA2) to meet lot size requirements.

A1 District requires:	
Minimum Lot Area:	2 acres
Minimum Lot Width:	165 feet
Minimum Setbacks:	
Front:	25 feet
Rear:	30 feet
Side:	5 feet

RA2 District requires	
Minimum Lot Area:	1 acre
Minimum Lot Width:	120 feet
Minimum Setbacks:	
Front:	40 feet
Rear:	30 feet
Side:	15 feet

By rezoning to RA2, the property will be able to be subdivided into two (2) lots of 1.21 acres each in size.

- D. **Parkland Dedication:** Not required.
- E. **Highways Approval within 800 metres of an intersection on controlled access Highway:** N/A

Comments:

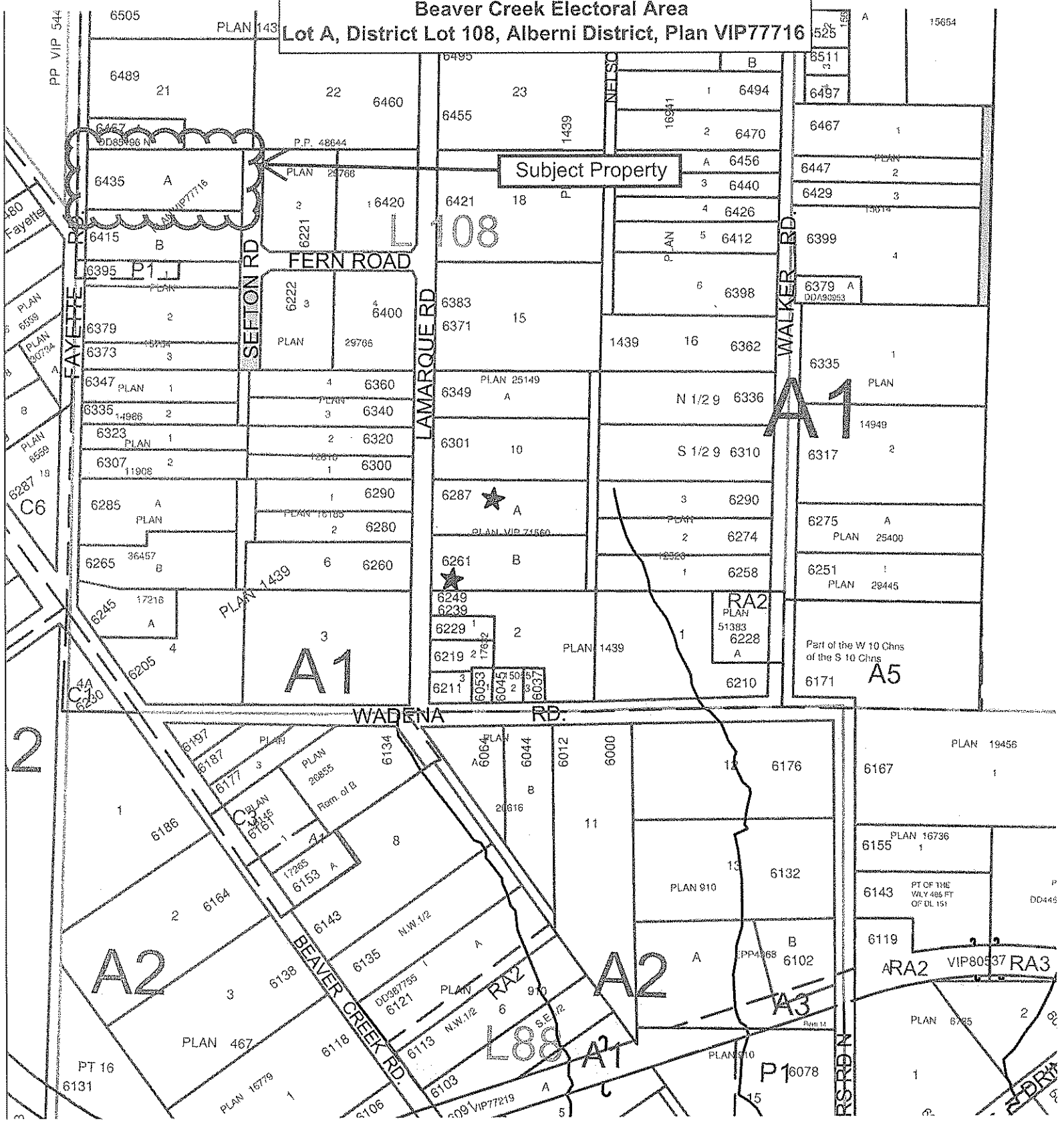
Subdivision at this location and at this proposed density is favourable since it is in close proximity to the City of Port Alberni and in fill development at this location is encouraged. Increased density will also maximize efficiency of the water the Beaver Creek Improvement District currently supplies.

This rezoning application is reasonable.

Prepared by: 
Carla Connolly, Planner

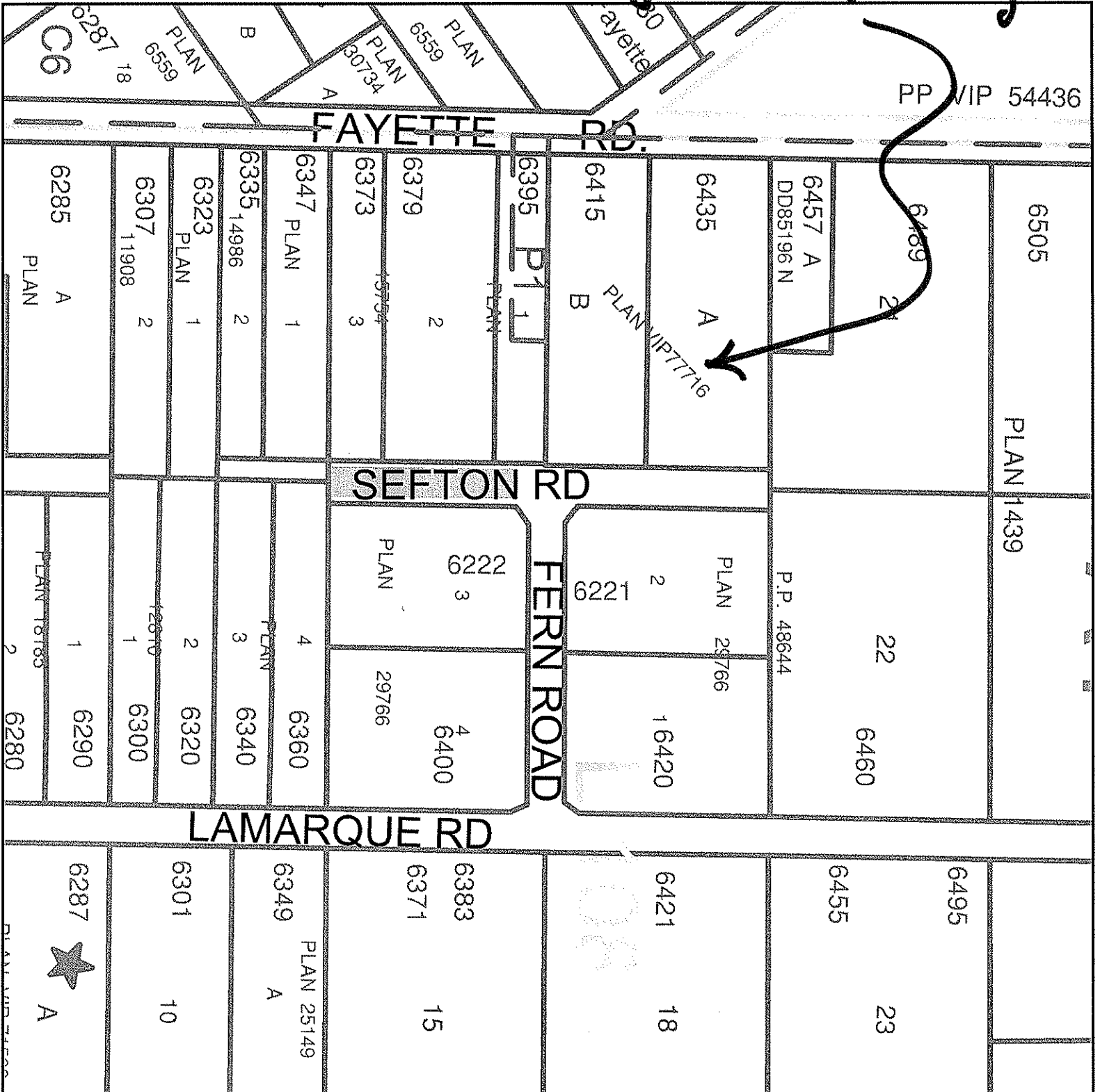
Reviewed by: 
Mike Irg, Manager of Planning and Development

6435 Fayette Road
Beaver Creek Electoral Area
Lot A, District Lot 108, Alberni District, Plan VIP77716



RE10012

Subject Property



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1271

A BYLAW TO AMEND BYLAW NO. P1027
BEAVER CREEK OFFICIAL COMMUNITY PLAN

WHEREAS by Section 884(2) of the Local Government Act, all bylaws enacted by the Regional Board must be consistent with an existing official community plan;

AND WHEREAS the Regional Board may amend an existing official community plan;

NOW THEREFORE the Board of Directors of the Regional District of Alberni-Clayoquot in open meeting assembled enacts as follows:

1. TITLE

This bylaw may be cited as the Beaver Creek Official Community Plan Amendment Bylaw No. P1271.

2. Schedule B, the plan map, is hereby amended by redesignating LOT A, DISTRICT LOT 108, ALBERNI DISTRICT, PLAN VIP77716 from "Acreage Residential" to "Low Density Residential" as shown on Schedule 'A' which is attached to and forms part of this bylaw.

3. This bylaw shall come into force and take effect upon the adoption thereof.

Read a first time this day of , 2011

Read a second time this day of , 2011

Read a third time this day of , 2011

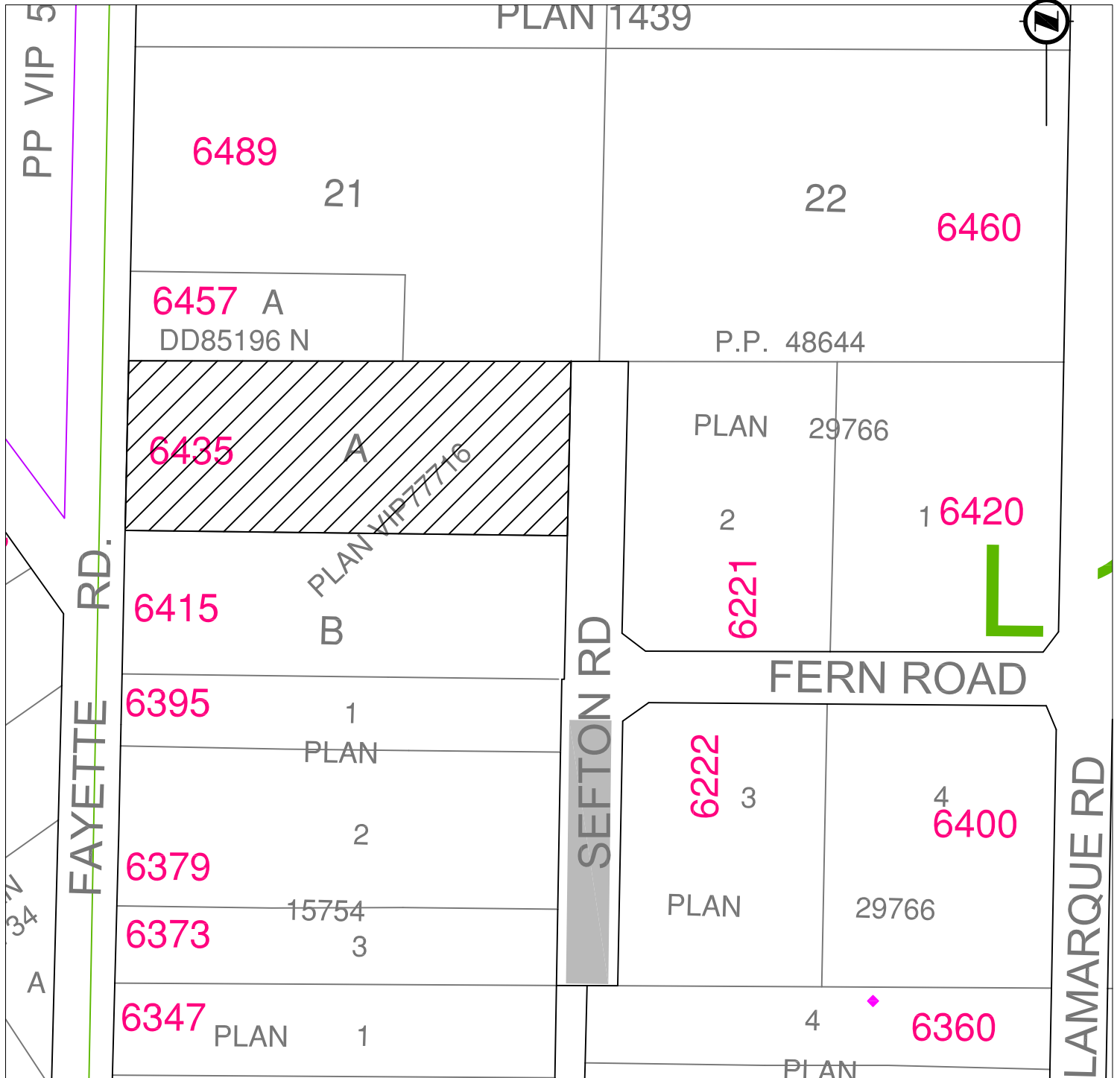
Adopted this day of , 2011

Chairperson

Chief Administrative Officer

Schedule 'A'

This schedule is attached to and forms part of Bylaw P1271



Legal Description: Lot A, District Lot 108, Alberni District, Plan VIP77716



To be redesignated from Acreage Residential to Low Density Residential



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT

1:2000



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1272

OFFICIAL ZONING ATLAS AMENDMENT NO. 650

A bylaw of the Regional District of Alberni-Clayoquot to amend By-law No. 15, being the "Regional District of Alberni-Clayoquot Zoning By-law No. 15, 1971".

WHEREAS the Local Government Act authorizes the Regional Board to amend a zoning bylaw after a public hearing and upon the affirmative vote of the Directors in accordance with Sections 890 and 894 of the *Local Government Act*;

AND WHEREAS an application has been made to rezone a property;

AND WHEREAS the Board of Directors of the Regional District of Alberni-Clayoquot, in open meeting assembled, enacts the following amendment to the text of the Regional District of Alberni-Clayoquot Zoning By-law No. 15, 1971:

1. TITLE

This bylaw may be cited as the Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw No. P1272.

2. By-law No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by rezoning LOT A, DISTRICT LOT 108, ALBERNI DISTRICT, PLAN VIP77716 from Small Holdings (A1) District to Acreage Residential (RA2) District as shown on Schedule 'A' which is attached to and forms part of this bylaw.

3. This bylaw shall come into force and take effect upon the adoption thereof.

Read a first time this day of , 2011

Read a second time this day of , 2011

Read a third time this day of , 2011

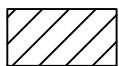
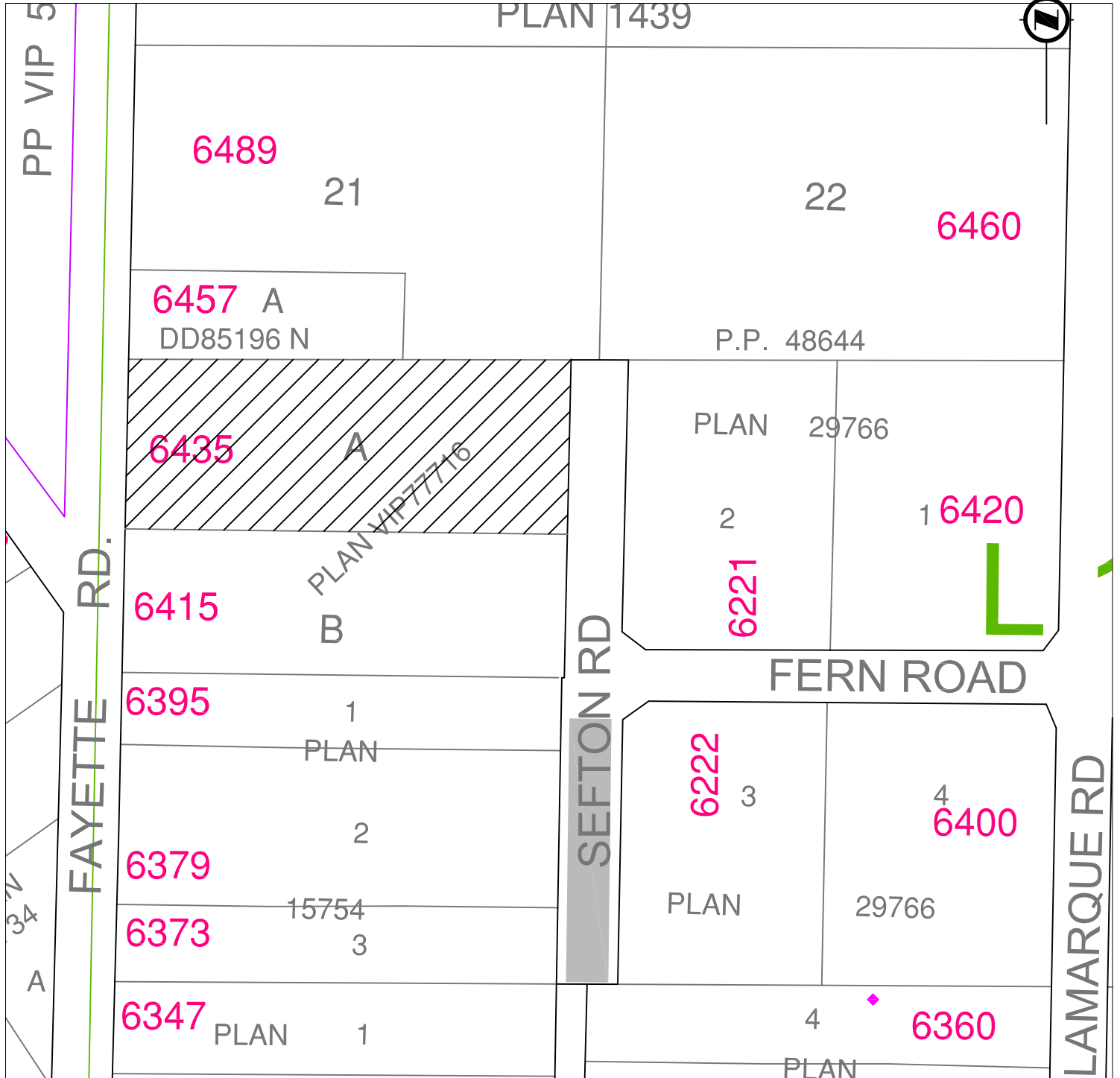
Adopted this day of , 2011

Chairperson

Chief Administrative Officer

Schedule 'A'

This schedule is attached to and forms part of Bylaw P1272



To be rezoned from Small Holdings (A1) District to Acreage Residential (RA2) District



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT

1:2000





MEMORANDUM

To: Regional Board of Directors
From: Alex Dyer, Junior Planner / Bylaw Enforcement Officer
Date: January 19, 2011
Subject: Public Hearing Report for Bylaws P1259 & P1260

The Public Hearing for the above noted bylaws was held on Tuesday, January 18, 2011 at the Regional District office. The meeting was attended by the applicants and 4 members of the public.

There was one written submission and all referral agency responses were either supportive or unaffected by the proposed rezoning. The written submission and agency referrals are attached to the public hearing minutes.

Recommendation

That the Board of Directors proceed with 2nd and 3rd readings of Bylaws P1259 & P1260.

Reviewed by: _____


Russell Dyson
Chief Administrative Officer

RF09014

ALBERNI-CLAYOQUOT REGIONAL DISTRICT

Minutes of the Public Hearing for Bylaws P1259 & P1260 held on Tuesday, January 18, 2011 at 7:00pm at the Alberni-Clayoquot Regional District office.

Present: G. Wong, Director Area "F" Cherry Creek
Staff: M. Irg, A. Dyer
Applicants/Agent: Erwin & Lisa Borovica
Members of the Public: 4

1. Meeting called to order at 7:05 pm.
2. The Chairperson (Director G. Wong) introduces himself and staff representatives Mike Irg and Alex Dyer and asks staff to read the ad for the Public Hearing.
3. A. Dyer reads the Public Hearing notice as follows:

A Public Hearing for residents and property owners within Electoral Area "F" will be held in the Board Room at the Regional District of Alberni-Clayoquot Office, 3008 Fifth Avenue, Port Alberni, BC, at 7:00 pm on January 18, 2011 to consider the following bylaws:

Bylaw P1259 to redesignate Lot B, Block 235, Alberni District, Plan 35194 from "Low Density Residential" to "Residential" to bring the existing rental units into compliance.

Bylaw P1260 to rezone Lot B, Block 235, Alberni District, Plan 35194 from Acreage Residential (RA1) District to Multiple Family Residential (RM1) District to bring the existing rental units into compliance.

(Erwin and Lisa Borovica, Owners – 1780 Alberni Highway)

All persons who consider their interest in property affected by the proposed bylaws will be given an opportunity to be heard in matters contained in the bylaws.

The Public Hearing for Bylaws P1259 and P1260 is to be held by Director Glenn Wong, the Alternate Director or the Chairperson of the Regional Board, as a delegate of the Regional Board. A copy of the Board resolution making this delegation is available for public inspection along with copies of the bylaws as set out in this notice.

Interested persons may inspect the bylaws and relevant background documents at the Regional District of Alberni-Clayoquot Office during normal office hours, 8:00 am to 4:30 pm, Monday through Friday, excluding statutory holidays, from January 7, 2011 to January 18, 2011 both inclusive. Any correspondence submitted prior to the Public Hearing should be directed to the undersigned.

Mike Irg, M.C.I.P
Manager of Planning and Development

4. Director Wong explains that the purpose of the hearing is to hear representations, written and verbal, from any person who believes that their interest in property is affected by the proposal.

Director Wong advises that the Regional Board will receive full minutes of the hearing before voting on the bylaw. If the hearing is contentious, it will be recorded and a verbatim transcript will be produced. If it is not, staff will take written minutes that summarize the issues raised. Director Wong asked staff to read out any written submissions received prior to the hearing and any correspondence received ahead of time from the public.


5. A. Dyer read out the agency referral responses (Appendix A) and provided copies for the applicants and members of the public. A written submission was also read (Appendix B).
6. Director Wong called on the applicants to explain their proposal.
7. E. Borovica explained the proposal. He stated that he purchased the property due to the negative impact it was having on the neighbourhood. The property's tenants were predominantly unemployed, less fortunate or drug addicted and had a high incidence of crime with frequent police presence. The property was in a state of disrepair including overgrown greenery onto the buildings and piles of refuse from the tenants. The property was also used for drug trafficking as a result of the tenants residing there.

He wishes to rezone the property to allow for repairs and additions to the existing cabins as the use of the property is currently non-conforming. If the cabins were to burn down, they are not permitted to be rebuilt under the existing zoning. The property is a landmark in the Alberni Valley.

8. L. Borovica explained that her main concern is the safety of the neighbourhood.
9. E. Borovica said that they are not proposing any additional units, just upgrading the existing cabins and adding covered sundecks.
10. M. Irg explained that the applicants have agreed to a covenant that would limit the property to a maximum of 5 units with a maximum floor area of 800 ft² each.
11. Director Wong stressed that the Regional Board cannot receive any new information between the end of the hearing and making a decision on the bylaw. If any Board member does so, this invalidates the hearing and means that it will have to be held again.
12. Director Wong calls for the first time for any further representations on the bylaw. Director Wong calls for the second time for any further representations on the bylaw. Director Wong calls for the third time for any further representations on the bylaw.
13. After hearing no further comments, Director Wong declared the hearing terminated at 7:18pm.

Certified Correct:

G. Wong
Director for Area "F" Cherry Creek



A. Dyer
Junior Planner / Bylaw Enforcement Officer

APPENDIX A



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

3008 Fifth Avenue

Port Alberni, BC V9Y 2E3

Phone: (250) 720-2700 Fax: (250) 723-1327

BYLAW RESPONSE SUMMARY

BYLAW NO.: P1259 & P1260 ACRD FILE NO.: RF09014

APPLICANT NAME: Erwin & Lisa Borovica ACRD CONTACT: Alex Dyer

Date of Referral: June 30, 2010

Approval Recommended for Reasons
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to
Conditions Below

Approval NOT Recommended Due to
Reasons Outlined Below

*As per your Recommendations
(2) ii. You may also want to
consider a reserve capability for
repair of the on-site sewage system(s)*

Glenn Gibson, Env. Health Officer
Vancouver Island Health Authority
P.O. Box 1210
Parksville, BC
V9P 2H2

Thank You

Agency (Please Print): _____

Name (Please Print): _____

Signature: _____

Title: _____

Date: _____

Glenn Gibson

July 13/10



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

3008 Fifth Avenue

Port Alberni, BC V9Y 2E3

Phone: (250) 720-2700 Fax: (250) 723-1327

BYLAW RESPONSE SUMMARY

BYLAW NO.: P1259 & P1260 ACRD FILE NO.: RF09014

APPLICANT NAME: Erwin & Lisa Borovica ACRD CONTACT: Alex Dyer

Date of Referral: June 30, 2010

Approval Recommended for Reasons Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to Conditions Below

Approval NOT Recommended Due to Reasons Outlined Below

- Structures within the 4.5 meter setback from a public road right-of-way require a valid Setback Variance Permit from the Ministry of Transportation and Infrastructure as specified by B.C. Regulation 513/04;
- Driveway access to the Alberni Highway #4 will require a valid access permit from the Ministry of Transportation and Infrastructure;
- All parking is to be contained within Lot B, Block 235, Alberni District, Plan 35195. No parking will be allowed within the Alberni Highway #4 right-of-way

Tim Silbernagel
Ministry of Transportation
3rd Floor - 2100 Labieux Road
Nanaimo, BC
V9T 6E9

Agency (Please Print): _____

Name (Please Print): _____

Signature: _____

Title: _____

Date: July 15, 2010



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

3008 Fifth Avenue
Port Alberni, BC V9Y 2E3
Phone: (250) 720-2700 Fax: (250) 723-1327

BYLAW RESPONSE SUMMARY

BYLAW NO.: P1259 & P1260 ACRD FILE NO.: RF09014

APPLICANT NAME: Erwin & Lisa Borovica ACRD CONTACT: Alex Dyer
Date of Referral: June 30, 2010

Approval Recommended for Reasons
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to
Conditions Below

Approval NOT Recommended Due to
Reasons Outlined Below

School District No. 70
4690 Roger Street
Port Alberni, B.C.
V9Y 3Z4

Agency (Please Print): School District 70
 Name (Please Print): B White
 Signature: [Handwritten Signature]

Title: Exec Asst
 Date: July 9/10



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

3008 Fifth Avenue
Port Alberni, BC V9Y 2E3

Phone: (250) 720-2700 Fax: (250) 723-1327

BYLAW RESPONSE SUMMARY

BYLAW NO.: P1259 & P1260 ACRD FILE NO.: RF09014

APPLICANT NAME: Erwin & Lisa Borovica ACRD CONTACT: Alex Dyer

Date of Referral: June 30, 2010

Approval Recommended for Reasons
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to
Conditions Below

Approval NOT Recommended Due to
Reasons Outlined Below

- Previous construction and proposed construction to be engineered (structural)

- All construction to be in accordance with the latest British Columbia Building Code.

- Geotechnical Engineering may be required.

Agency (Please Print): ACRD Building Inspection

Name (Please Print):

XI. SUTTON

Title:

Building Insp.

Signature:

[Handwritten Signature]

Date:

July 5/10



MEMORANDUM

To: File

From: Alex Dyer, Junior Planner / Bylaw Enforcement Officer

Date: January 18, 2011

Subject: Tseshah First Nation Bylaw Referral – Bylaws P1259 & P1260

I spoke with Darrell Ross, Research and Planning Associate with the Tseshah First Nation regarding the referral on Bylaws P1259 & P1260.

He advised that the Tseshah First Nation's interests are unaffected by the Bylaws.



MEMORANDUM

To: File

From: Alex Dyer, Junior Planner / Bylaw Enforcement Officer

Date: January 18, 2011

Subject: Hupacasath First Nation Bylaw Referral – Bylaws P1259 & P1260

The Bylaw referral package was sent to the Hupacasath First Nation. After following up with their office, no formal response was received presuming their interests are unaffected by the Bylaws.

APPENDIX B

Alex Dyer

From: Pat and Wally Craig [craigpw@shaw.ca]
Sent: January 17, 2011 1:52 PM
To: Alex Dyer
Subject: BylawsP1259 and P1260

To: Alex Dyer
Alberni-Clayoquot Regional District

January 17, 2011

From: Wallace Craig and Patricia Craig
1599 Port Alberni Highway
Port Alberni

Subject: Alberni Clayoquot Regional District
Public Hearing January 18, 2011
Bylaws P 1259 and P 1260

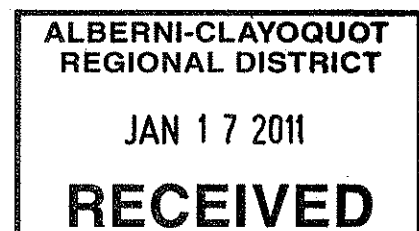
Due to a scheduled appointment in Victoria, BC we are unable to attend the Public Meeting advertised in the Wednesday January 12th issue of the Alberni Valley Times. I have requested this letter be presented on our behalf at the meeting.

As eighteen years residents and neighbours of the project owned by Erwin and Lisa Borovica we are in agreement with, and support approvals of Bylaws P1259 and P1260.

The residential units on the property in question had been in a seriously deteriorated condition and were unsafe for tenant occupancy prior to Borovica's ownership. The upgraded units will allow tenants to take pride in their homes and is important in having our neighbourhood perceived as a progressive area as well as a desirable place to live. We are pleased with the renovations completed to date and are hoping the Regional District will assist the owners wherever possible in a successful completion of the project.

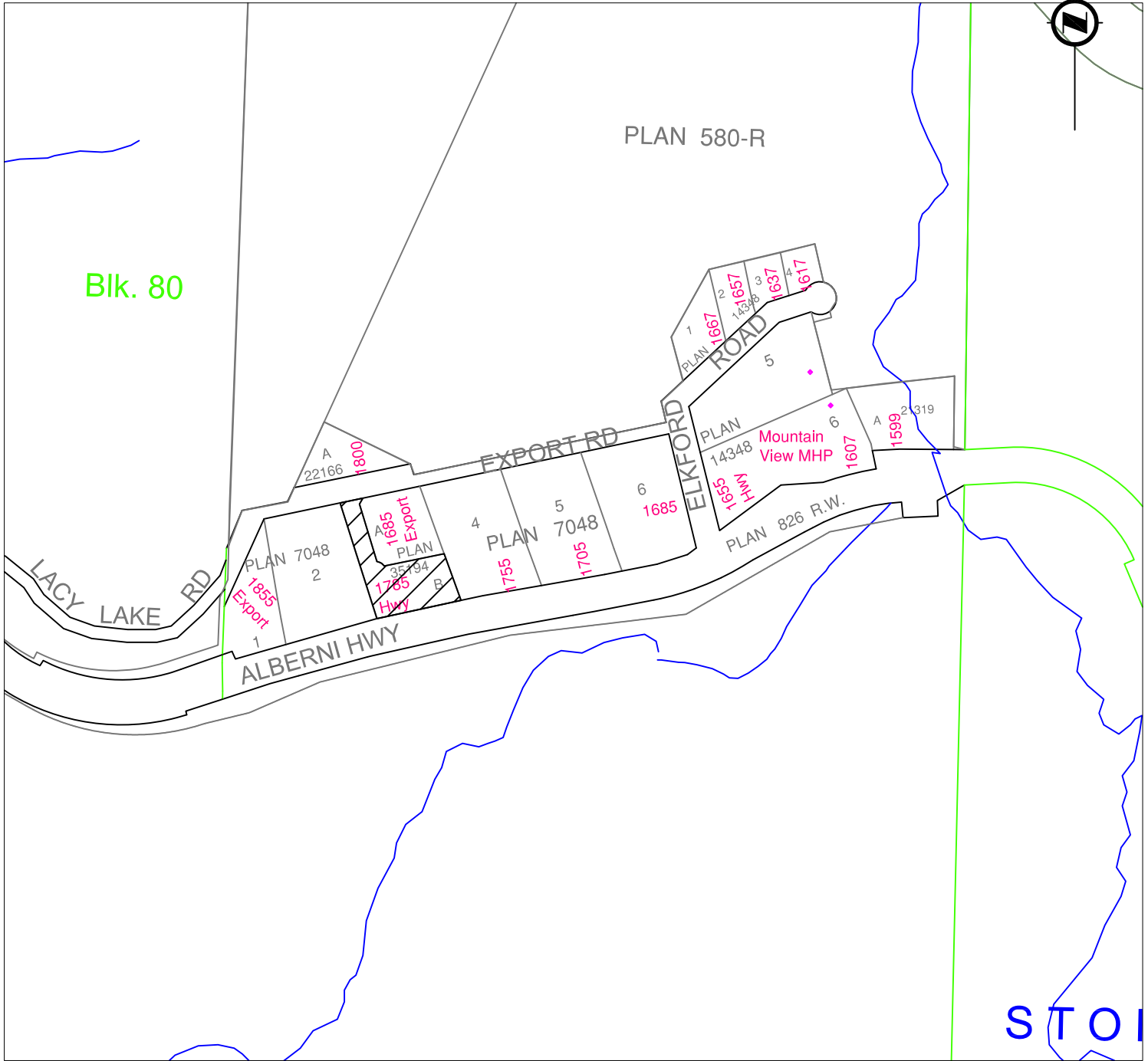
We also have complete confidence in Edwin and Lisa Borovica to complete the project in a commendable fashion when approval is received. We were pleased to see them decide to make the Alberni Valley their home and were also pleased to see they were going to improve the property covered under the Bylaws as it was a major eyesore with demonstrated lack of tenant interest. Our hope is that more families like the Borovicas can be attracted to settle in the Valley as they are our future. They will be good landlords for their tenants and have demonstrated this to date.

Having watched the project covered by Bylaws 1259 and 1260 take shape we feel it deserves the full support of the area residents and the Alberni Clayoquot Regional District.



Schedule 'A'

This schedule is attached to and forms part of Bylaw P1259



Legal Description: Lot B, Block 235, Alberni District, Plan 35194.



To be redesignated from "Low Density Residential Use" to "Residential Use"



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT

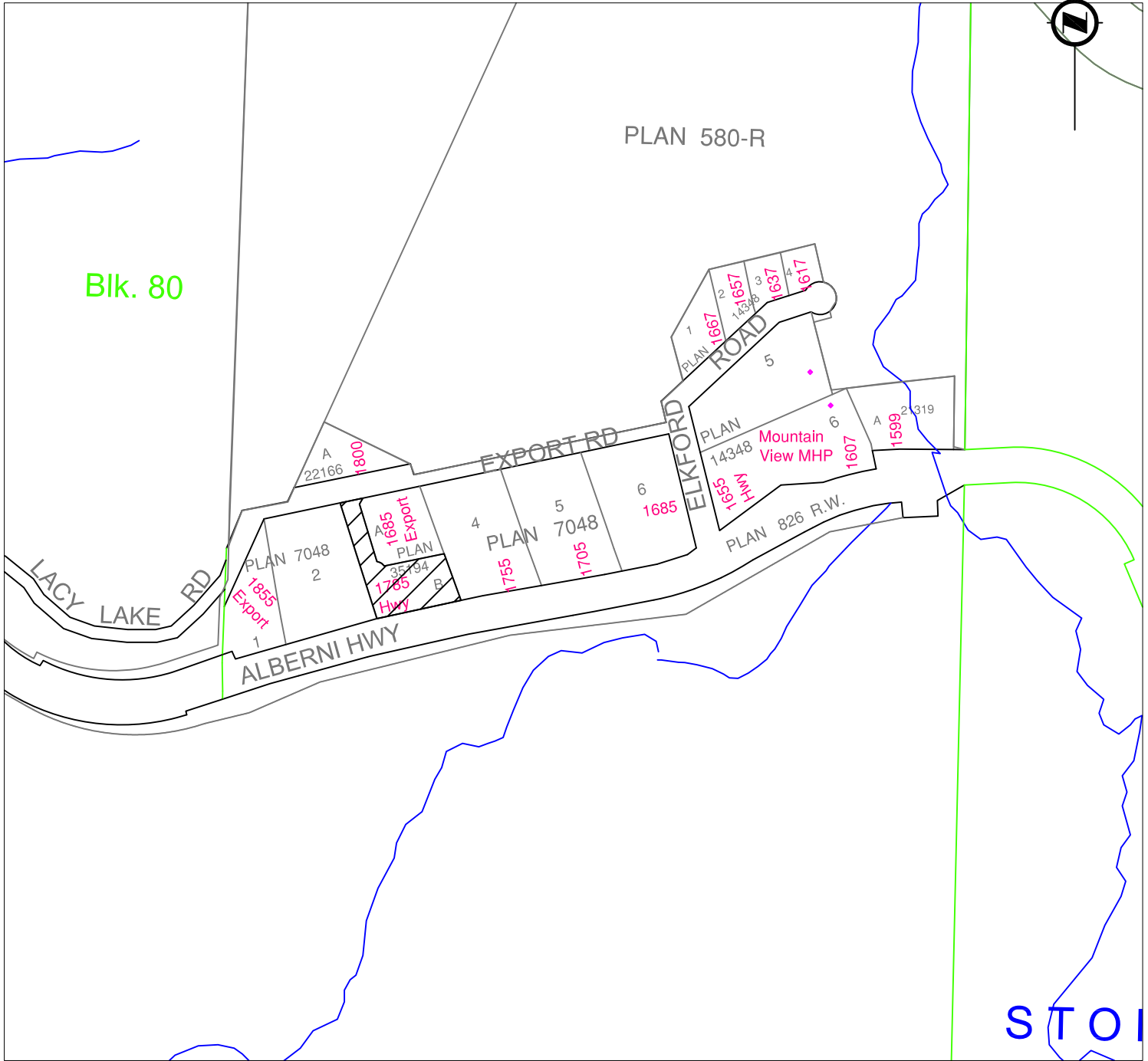
132

1:2000



Schedule 'A'

This schedule is attached to and forms part of Bylaw P1260



Legal Description: Lot B, Block 235, Alberni District, Plan 35194.



To be rezoned from Acreage Residential (RA1) District to Multiple Family Residential (RM1) District.



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT

1:2000





ALR Application

To: W. Thomson, Acting Chief Administrative Officer and
Regional Board of Directors

Date: November 30, 2010

Regional District File No.: AE10005

Owner: Gerald Thompson

Legal Description: DL 40, Alberni District, Plan 1554, Block 7, shown in red on Plan
66RW, and Lot 14, DL 40, Alberni District, Plan 7729

Location: 6370 Donahue Road

Electoral Area: Area "E" (Beaver Creek)

Recommendation:

That the Regional Board:

1. Support this proposal and forward it to the Agricultural Land Commission with the following recommendations:
 - a. proposal acquiring Agricultural Land Commission approval;
 - b. the 3.06 acre parcel be included in the Agricultural Land Reserve (ALR);
 - c. the applicant apply for and successfully rezone the 3.06 acre parcel from Forest Rural (A3) District to Rural (A2) District;
 - d. the entire 3.06 acre parcel be consolidated with the 13.55 acre adjacent parcel;
 - e. only two (2) lots are created by subdivision; and
 - f. compliance with all subdivision requirements.

AE10005

Applicant's Intention: Include the 3.06 acre (RW) parcel in the ALR; subdivide the main property and the RW parcel; consolidate the bottom portions of each parcel creating three (3) lots of approximately 1.5 acres (the upper portion of the RW), 9.5 acres (the upper portion of the main parcel), and 5 acres (the lower consolidated main parcel and RW) for residential use. See attached site plan for clarity.

Observations:

1. **Property Description:** Parcel is triangular shaped and is bordered by Beaver Creek Road, Donahue Road, and an old railway bed right-of-way. Properties to be subdivided consist of one parcel 13.55 acres in size and another 3.06 acres, which is the old railway bed.

The site is almost completely treed except for the mobile home and accessory structures onsite. Applicant said they keep chickens, but other than that land is not being used for agricultural purposes at this time.

Land Capability for Agriculture mapping from the former Department of Environment and Parks identifies this property as a mixture of Class 3 and Class 4 soils in its unimproved state. Class 3 is described as land with limitations that requires moderately intensive management practices or moderately restricts the range of crops, or both. Class 4 is described as land with limitations that require special management practices or severely restricts the range of crops, or both.

Subclasses that apply to this property include A: soil moisture deficiency (low soil water holding capacity or insufficient precipitation); P: stoniness (limited by course fragments which significantly hinder tillage planting and/or harvesting); T: topography (steepness or pattern of slopes that hinders the use of farm machinery); and, W: excess water (other than flooding either due to poor drainage, high water tables, seepage, and/or runoff from surrounding areas).

2. **Services:**

- (a) **Sewage Disposal:** Onsite septic system
- (b) **Water Supply:** Beaver Creek Improvement District
- (c) **Fire Protection:** Beaver Creek Volunteer Fire Department
- (d) **Access:** Donahue Road

3. **Existing Planning Documents Affecting the Site:**

- A. **Agricultural Land Reserve:** The 13.55 acre parcel is within the ALR, but the RW portion is not. Applicant wishes to include the RW portion into the ALR prior to, or in conjunction with, subdivision.

- B. **Official Community Plan:** Beaver Creek OCP. The 13.55 acre parcel is designated as Rural Residential and the RW portion is designated as Trail.

The Rural Residential designation has a maximum lot size of 2 hectares (5 acres).

Objectives of the Residential designation include:

- b) provide opportunities for a range of rural life styles, and
- c) encourage the most intensive development close to the city boundaries with densities gradually decreasing in the vicinity of lands adjacent to the Agricultural Land Reserve.

Applicable policies under the Residential designation include:

- b. lot sizes for new subdivision shall consider both the established density of development within the neighbourhood and servicing constraints and should not necessarily develop to the minimum permitted lot sizes.
- c. where appropriate, infill and clustering are encouraged to minimize servicing extensions.

Properties are currently assessed as residential and are close to the City of Port Alberni boundary. In the surrounding area smaller lots are common and residential infill development at this location would be favourable.

An objective relating to the Trails designation states "b. To encourage the development of a safe off-highway trail system."

Applicable policy states that "The Regional District will work with other agencies and volunteer groups to develop a recreational trail along the former railroad right-of-way from the north end of Grandview Road to Stamp River."

While the above objective and policy are excellent ideas, the former railway bed is now cut up and under private ownership. Property owners have purchased and built upon the RW parcels adjacent to their properties. Therefore, a trail is not realistic at this time, under these circumstances.

- C. **Zoning:** The 13.55 acre parcel is zoned Rural (A2) District and the RW is zoned Forest Rural (A3) District.

A2 District requires:	
Minimum Lot Area:	5 acres
Minimum Lot Width:	330 feet
Minimum Setbacks:	
Front:	50 feet
Rear:	30 feet
Side:	15 feet

A3 District requires:	
Minimum Lot Area:	10 acres
Minimum Lot Width:	330 feet
Minimum Setbacks:	
Front:	50 feet
Rear:	30 feet
Side:	15 feet

The applicant is proposing to subdivide the RW, which has a current lot size of 3.06 acres and is zoned A3. A3 has a minimum lot size requirement of 10 acres for subdivision. In order for this to occur, rezoning and consolidation must take place.

- D. **Highways Approval within 800 metres of an intersection on controlled access Highway:** N/A

- E. **Parkland Dedication:** Not required.

Comments:

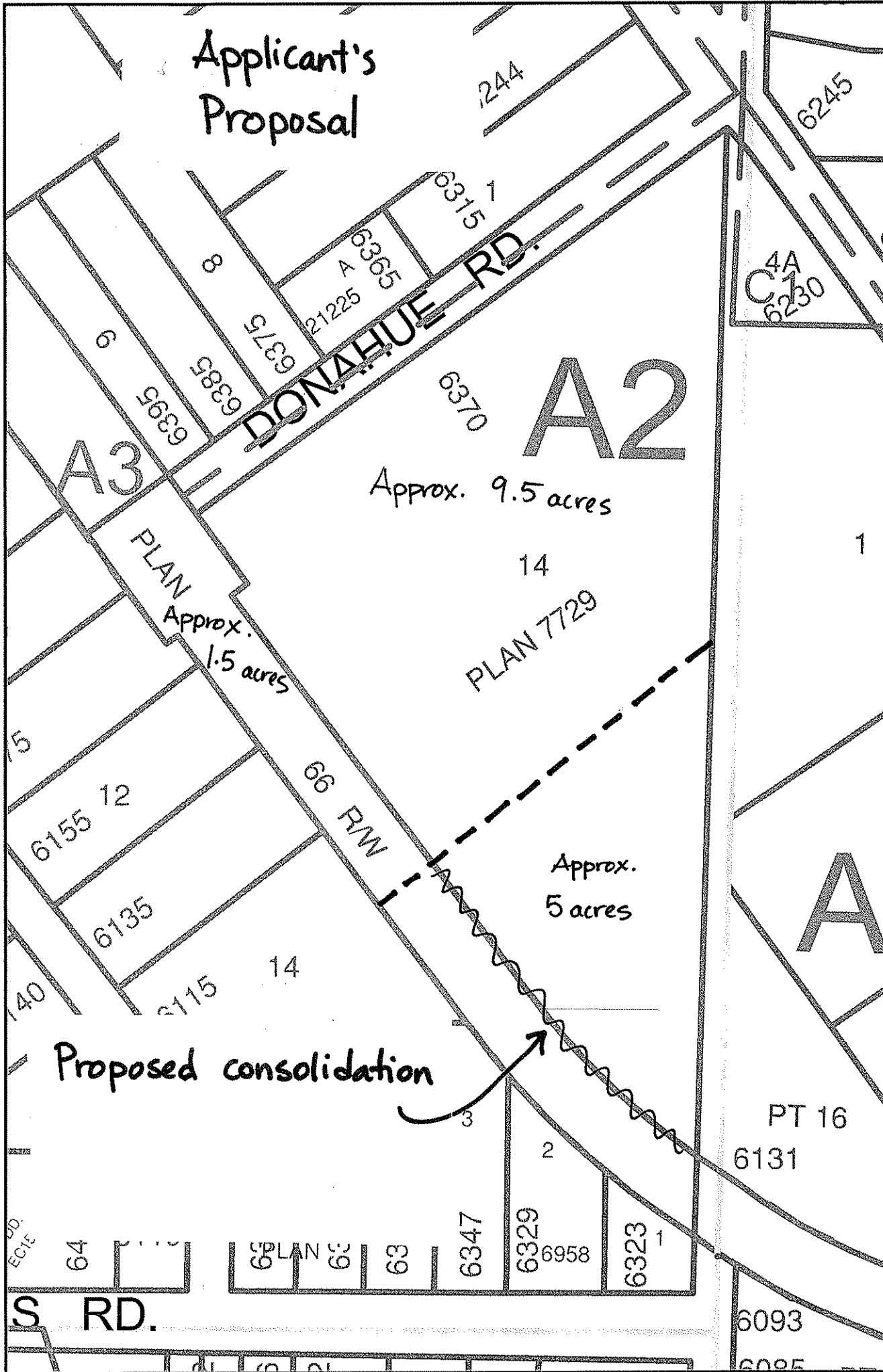
This application is reasonable. The property is in close proximity to the City of Port Alberni and is surrounded by residential properties on smaller lots, which means it has excellent infill potential. The property is also almost fully treed and not currently, or in the recent past, used for agricultural purposes.

The existing RW parcel is long and narrow, which limits development potential. **ACRD staff recommends the entire 3.06 acre RW parcel be consolidated with the adjacent 13.55 acre parcel prior to, or in conjunction with, subdivision, which will increase the development potential of the entire property and eliminate a legal parcel that has severe development constraints. This scenario will create only two (2) lots, which is what currently exists, but in a different configuration.**

Prepared by: Carla Connolly, Planner


Reviewed by: Mike Irg, Manager of Planning and Development


Applicant's Proposal



1244

6245

6315

A 6365
21225

C4A
6230

DONAHUE RD.

A2

Approx. 9.5 acres

6370

A3

PLAN
Approx. 1.5 acres

PLAN 7729

6155 12

66 RW

Approx. 5 acres

A

6135

14

Proposed consolidation

PT 16

6131

OD.
ECTE

64

PLAN 63

63

6347

6329

6958

6323

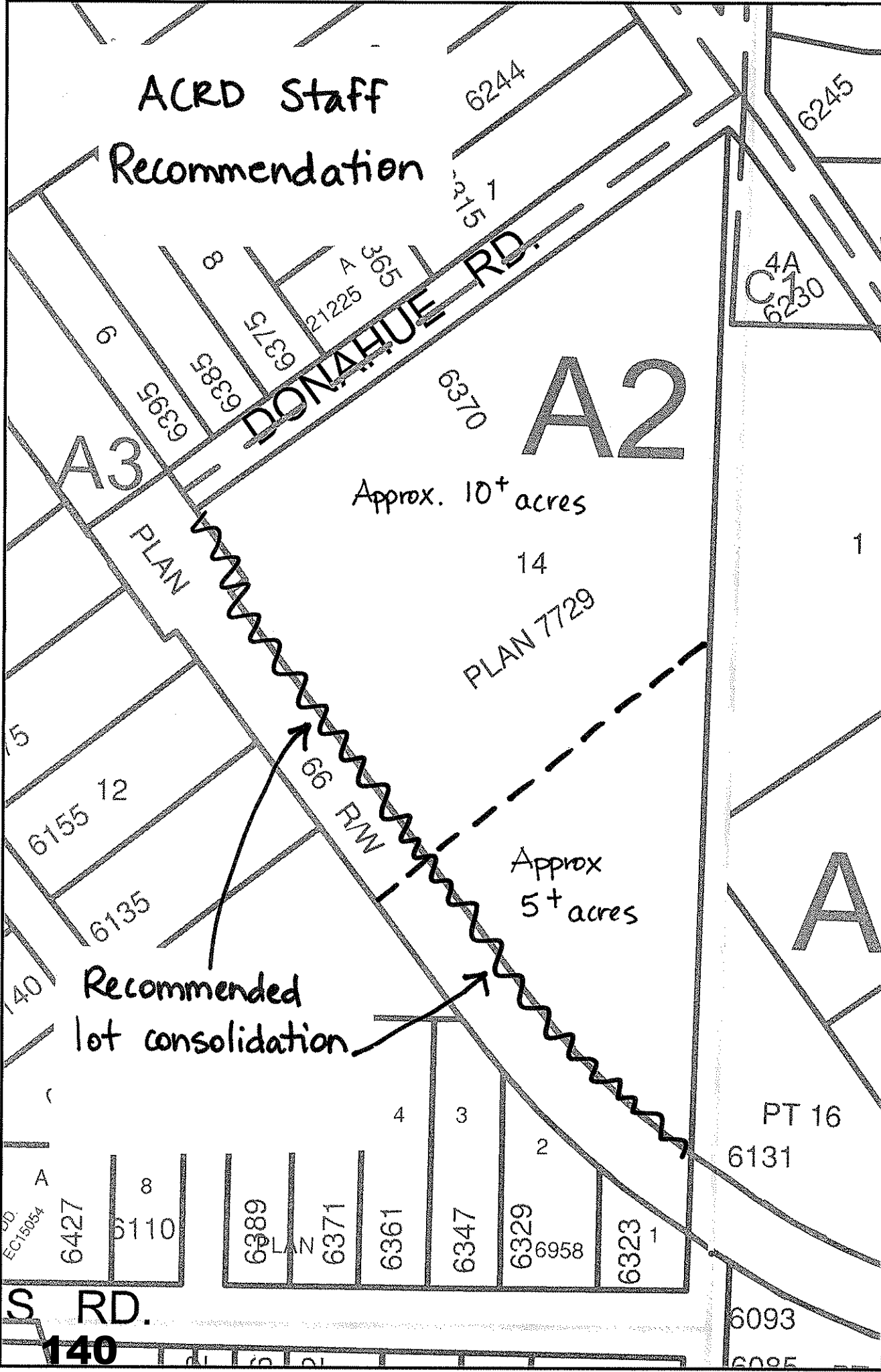
S. RD.

6093

6095

ACRD Staff

Recommendation



A2

Approx. 10+ acres

PLAN 7729

Approx 5+ acres

Recommended lot consolidation

S. RD. 140

A

PT 16

6131

6093

6095

EC15054

PLAN

6215

A 3

A3

PLAN

1

15

12

6135

140

4

3

2

8

6427

6110

6389

6371

6361

6347

6329

6958

6323

1

6244

6245

C4A
6230

6370

6395

6385

6375

6389

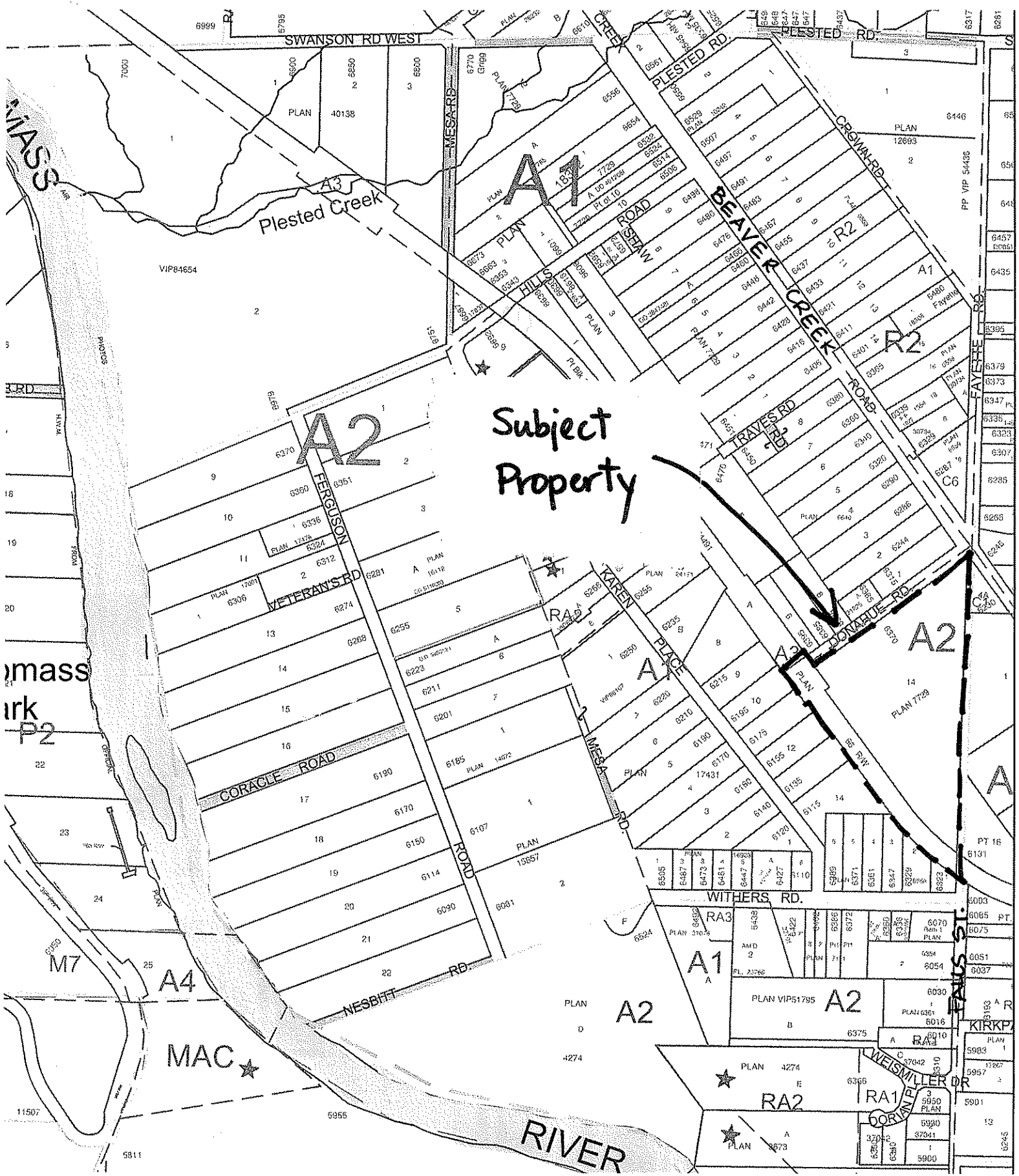
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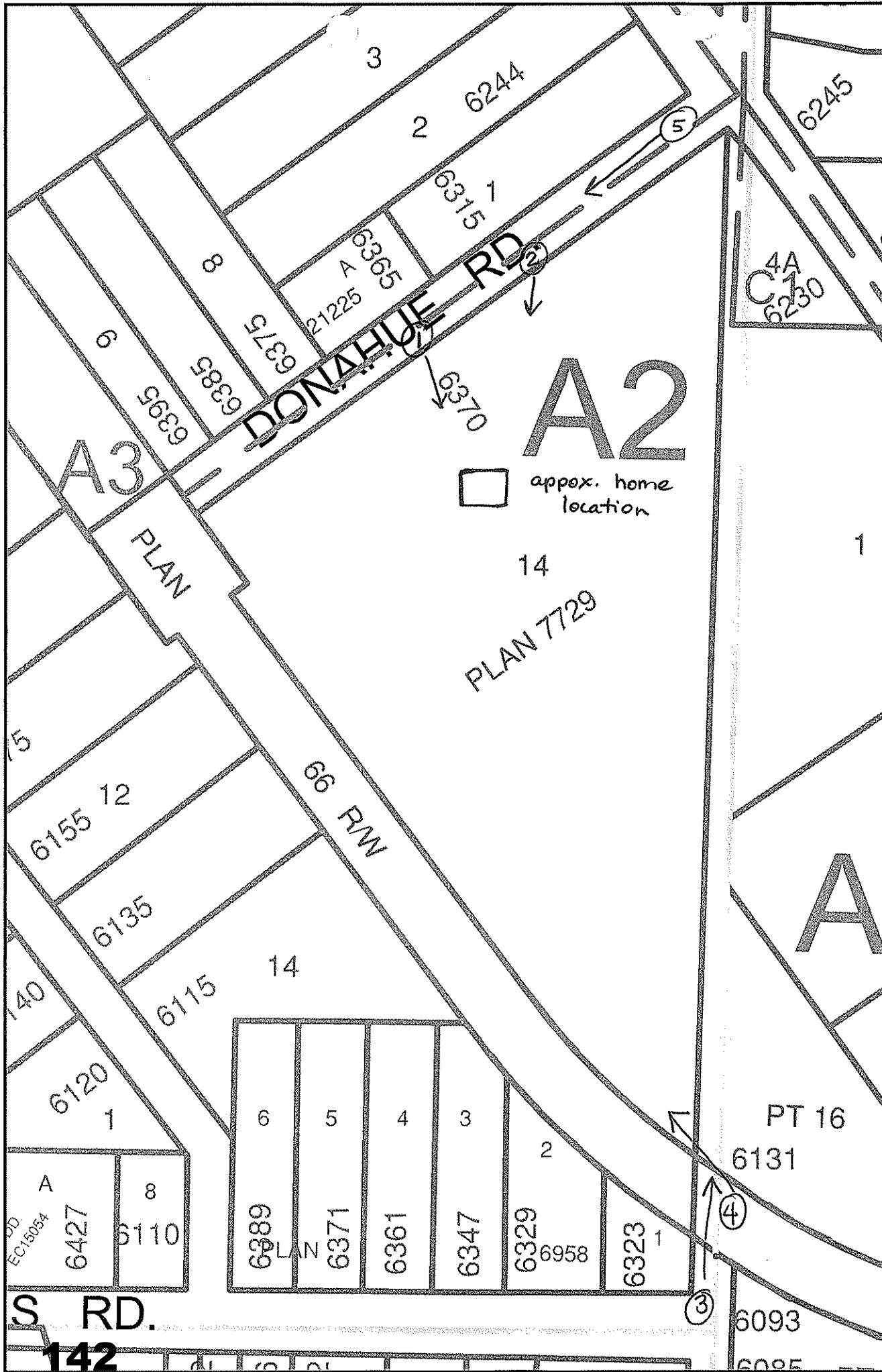
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6

8

S. RD.





□ approx. home location

Location of photos taken on

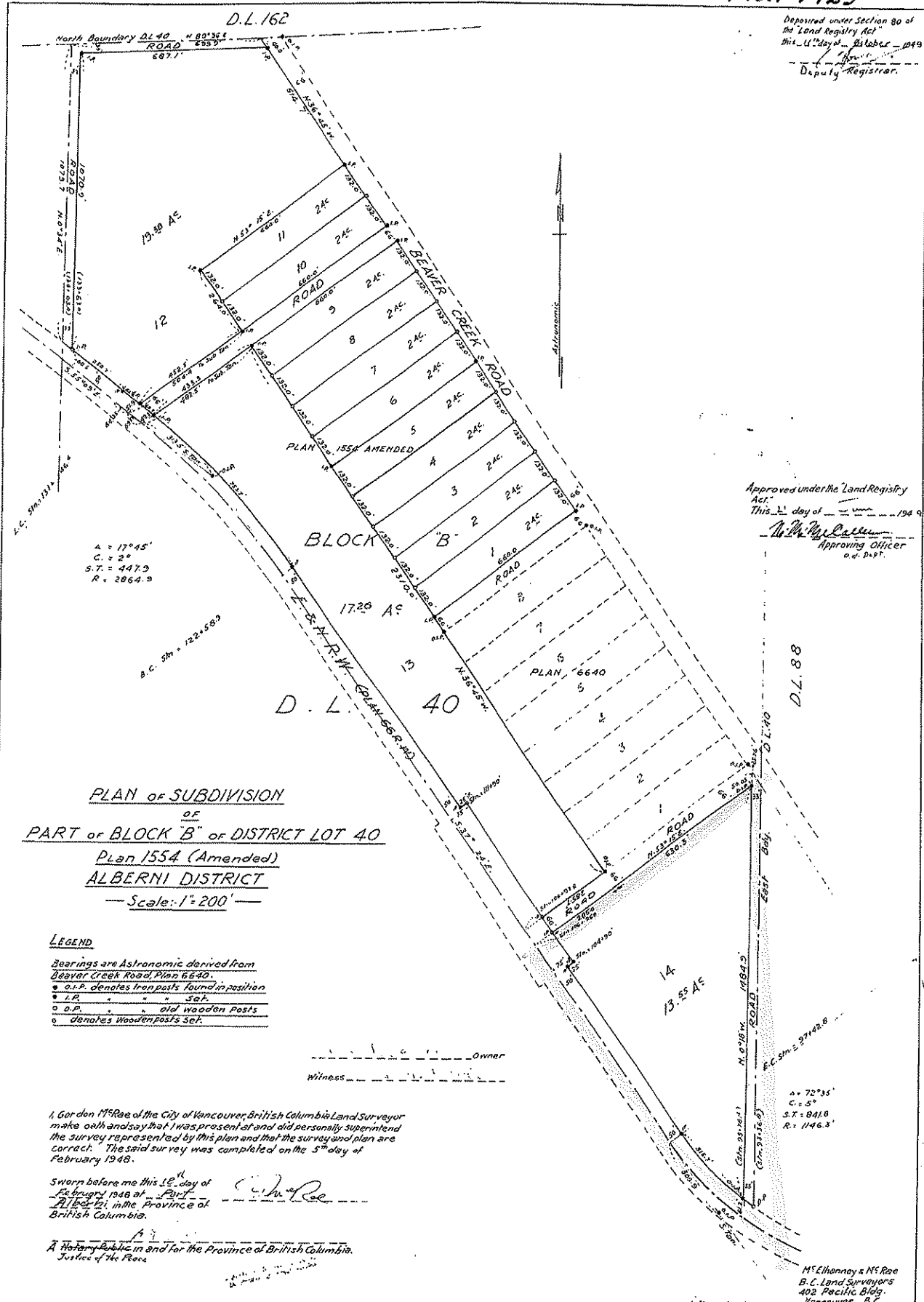
S. RD.

142

6093

6095

Deposited under Section 80 of the Land Registry Act
 This 14th day of October 1948
 Deputy Registrar.



A = 17°45'
 C = 2°
 S.T. = 447.9
 R = 2864.9

B.C. S.M. = 122,589

Approved under the Land Registry Act
 This 2nd day of _____ 1948
 M. McCallum
 Approving Officer
 o.d. D.P.T.

PLAN OF SUBDIVISION
OF
PART OF BLOCK "B" OF DISTRICT LOT 40
Plan 1554 (Amended)
ALBERNI DISTRICT
Scale: 1" = 200'

LEGEND
 Bearings are Astronomic derived from Beaver Creek Road, Plan 6640.
 * o.i.p. denotes iron posts found in position
 * I.P. " " " set.
 * o.w.p. " " old wooden posts
 * denotes wooden posts set.

I, Gordon McRae of the City of Vancouver, British Columbia Land Surveyor make oath and say that I was present at and did personally superintend the survey represented by this plan and that the survey and plan are correct. The said survey was completed on the 5th day of February 1948.

Sworn before me this 18th day of February 1948 at _____

 Justice of the Peace

A Notary Public in and for the Province of British Columbia.
 Justice of the Peace

A = 72°35'
 C = 5°
 S.T. = 841.8
 R = 1146.3

McElhannon & McRae
 B.C. Land Surveyors
 402 Pacific Bldg.
 Vancouver, B.C.
 F.B. 136



Chairperson's Report – January 2011

Thank you for electing me Chairperson of the Alberni-Clayoquot Regional District for 2011. This is going to be busy year for the Regional District and I look forward to working all of you in my new capacity as Chairperson. The following is a list of my activities for January 2011:

- a. On Wednesday, January 5th I attended the Mayor's Breakfast Meeting at the Best Western Barclay Hotel. The guest speaker was Constable Boyd Pearson who gave a presentation on the "Pulling Together Canoe Event" being held in the Region this July. The event will bring 300 paddlers to the Region. They will be in Tofino on July 1st and Port Alberni on July 9th. The organizing committee will be requesting a grant from the Regional District towards the event.
- b. At the January 12th Committee-of-the-Whole Meeting, Directors received a presentation from Trevor Jones, Ucluelet First Nations. Mr. Jones provided an overview of the Upnit Power Project. They are looking for a potential purchaser of their 10% share in the Power Project. The Committee also received a presentation from Mrs. Jennifer Dyson, Western Island Woodlands Advisory Group. She provided an overview of the mandate of the Group.
- c. An Electoral Area Directors Meeting was held on Tuesday, January 18th. The main topic of discussion was options for use of the Gas Tax Funds. To date, there is \$1,664,151.33 in the Gas Tax account. Staff are to come back with some possible projects for consideration by the Electoral Area Directors.
- d. In the afternoon of January 18th, the Alberni Valley Committee received a presentation from Mr. Doug Moore, author of the 2010 Long Train Trail Assessment Report. There was considerable discussion regarding the future of the Log Train Trail. The Report highlighted required upgrades to the Trail and estimated costs for improvements. Mr. Moore noted that there is a real lack of good sign age along the Trail. Regional District Staff will investigate and come back with options for the future of the Log Train Trail.
- e. I have been working with Regional District Senior Staff on several issues including the West Coast Landfill Operations Contract and recruitment of a new Manager of Finance for the Regional District.

Glenn Wong,
Chairperson



**Alberni-Clayoquot Regional District
Board of Directors Meeting Schedule
February 2011**

Date	Meeting	Time & Location	Attendees
Tuesday, February 1 st	Electoral Area Directors – Financial Planning Meeting	10:00 am – Regional District Board Room	EA Directors, Senior Staff
Wednesday, February 2 nd	Alberni Valley Committee & Bamfield – Financial Planning Meeting Mayor’s Breakfast Meeting Health Advisory Committee Meeting	2:00 pm – Regional District Board Room 7:30 am – Barclay Hotel	AV & Bamfield Directors, Senior Staff Ken, Glenn, Russell Committee, Russell, Wendy, VIHA Reps.
Wednesday, February 9 th	West Coast Committee – Financial Planning Meeting Committee-of-the-Whole Meeting	1:00 pm – Regional District Board Room 10:00 am – Regional District Board Room 1:30 pm – Regional District Board Room	WC Directors, Senior Staff Directors, Senior Staff
Thursday, February 10 th	Regional Hospital District Meeting Parcel Tax Review Panel Sitting	Immediately following above 1:30 pm – Regional District Board Room	Directors, Senior Staff Patty, Penny, Tony, Wendy, Andrew
Wednesday, February 23 rd	In-Camera Portion of the Regular Board of Directors Meeting Regular Board of Directors Meeting	10:30 am – Regional District Board Room 1:30 pm – Regional District Board Room	Directors, Senior Staff Directors, Senior Staff

